

Principal: Mark Woodhouse

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19<sup>th</sup> July 2021

Dear Parents/Carer

### **WORK EXPERIENCE 2022**

In September your child who is currently in Year 9 will be graduating into Year 10 and as such I would like to take this opportunity to introduce myself to you as your child's Head of Key Stage for their remaining two years at the academy. These two years are the most important of their secondary education life and will involve intensive GCSE study requiring the support of those in the academy and those at home in order to succeed. However we also aim to provide opportunities for them to 'grow as people' and build their values of resilience, integrity and determination, as well as putting them in situations where they are able to exceed expectations and show their considerable potential.

One of these opportunities is Year 10 work experience. We are hoping to be able to run work experience next year again (in the anticipation of restrictions easing before Easter 2022) and one of the first important things your child will be asked to do is to find a Work Experience Placement, so that they can experience the world of work. This takes place in Year 10 so as to allow them to fully concentrate on their GCSE studies in Year 11. I know this seems a long way off, but they need to have a Work Experience Placement organised for the early weeks of February 2022 so that all checks can be made. The dates of the actual work placement will be set after we return from the summer holidays, but it will follow the Easter holidays – usually the second week we return from the Easter break.

We have a wealth of local companies, some of whom took students into their places of work when we last ran the programme, who are willing to help. If your child has a clear idea about what they want to achieve when they leave full-time education, or have strong links in the local community that they would like to utilise, it would be hugely appreciated by both us and your child if you could assist them in their endeavours to find a placement, as the uncertainty in finding a placement can be a source of anxiety for students.

We have found in previous years that the most successful student placements are when students make contact with the employer before they officially ask them to fill out a work experience form. I have written personally to your child to inform them of this and letters have gone home with them before the summer holidays with some tips on how to find a good placement. If you need any assistance in supporting your child find a successful placement for February 2022, please do not hesitate to email me from September 2021, as I will be happy to offer support. Email: [S.Nash@tnha.org.uk](mailto:S.Nash@tnha.org.uk)

Yours sincerely,

**Mr S Nash**  
**Head of Key Stage 4**

**Determined to be...**

**'the best that we can be'**

