

Headteacher: Mr S Woods

Upper Shirley High School
Bellemoor Road
Shirley
Southampton
SO15 7QU

Work Experience (15th – 19th July 2019)

At USH we know that work experience provides an invaluable insight into life after school and informs future choices. The experience will help with:

Decision making: students experience what a job or workplace is like, this will help with post 16/career planning.

Self Confidence: working with other people and completing tasks helps to build confidence.

Looks Good: on college application forms/UCAS applications/CV

New Skills: working with other people in the workplace helps to build the skills employers like to see on a CV

Networking: an opportunity to meet people, possibly attend meetings/events and make contacts that could provide a reference or assistance in the future.

Interviews: employers like to hear about work experience

Last year 100% of the Yr 11 students had a work experience placement. Feedback from students and employers was very positive with regard to the employability skills and confidence gained. In the past a number of students have secured part-time jobs/apprenticeships from taking part in work experience.

Students, with parental and school support, are expected to find their own work placement. It may be beneficial to discuss any career plans your son/daughter may have to help identify placements of interest. Some placements are more difficult than others to secure, therefore, it is essential to identify and contact a placement as soon as possible.

Once a placement has been identified, the details need to be recorded on the attached 'Placement Form'. Please return the completed form to school by Friday, 5th April.

If you have any queries please do not hesitate to contact your son/daughter's tutor or myself.

Yours sincerely

Carey Anderson
Careers Adviser/Work Experience Co-ordinator
carey.anderson@ushschool.org

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Student Name

I agree to participate in the USH work experience scheme. I will not disclose any information confidential to the employer, which I obtain during this period of work experience. I will obey all safety, security and other instructions given by the employer

Signed:

Parental Consent

As a parent/carer of the above learner, I confirm that I have read the placement title and I am willing for her/him to participate in work experience with the employer for the agreed period of time. I also confirm that she/he is medically fit to undertake the placement

I understand that there may be a charge imposed by the school if my son/daughter is going out of Southampton/South West Hampshire area to participate in their work experience.

Signed

Employer Details

Company Name
.....

Address Post code

Contact Name Tel No.....

Mobile no E-mail

Placement title

Dress Code Hours of Work

As a representative of the above employer I agree to the learner named above working on my premises and acknowledge my responsibilities under the Health and Safety Work Act. The learner's age and inexperience will be taken into account when agreeing tasks, and I understand that the student must not undertake prohibited activities

I also confirm that:-

I have Employer's Liability Insurance Yes/No

I will agree to a health and safety check and young persons risk assessment, and produce the appropriate paperwork

Signed Name (print)

Date