



MAIDEN ERLEGH

SCHOOL

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27 September 2024

Dear Parent/Guardian

Year 10 Work Experience Week – Monday 23 June to Friday 27 June 2025, and Monday 30 June to Friday 4 July 2025

At Maiden Erlegh School, we are dedicated to helping students gain valuable workplace insights and preparing them for their future careers. As part of this commitment, we offer all Year 10 students the opportunity to participate in a one-week work experience. This is in line with the Gatsby framework, which recommends that all students should have meaningful workplace exposure before the age of 16.

Given the large number of students, we will split the year group into two, with each group undertaking their work experience during one of the following weeks:

- **Year 10M** students will complete their work experience from **Monday, 23 June to Friday, 27 June 2025**. During this time, **Year 10E** students will attend lessons as usual
- **Year 10E** students will undertake their work experience from **Monday, 30 June to Friday, 4 July 2025**, while **Year 10M** students continue with their normal school schedules, except for the **CPD day on Thursday 3 July**.

We are, once again, pleased to be partnering with the **Education Business Partnership (EBP)**, a respected charity with over 25 years of experience and a network of over 1,500 businesses. EBP will provide two pathways for securing work experience placements:

1. **Students/Families Source Their Own Placement:** We strongly encourage students and families to leverage their personal networks to secure a placement. Once a placement is identified, EBP will conduct all necessary pre-placement checks to ensure it meets Health & Safety standards. These checks are mandatory for all placements to ensure the safety and suitability of the work environment
2. **EBP Sources a Placement on Behalf of the Student:** For students needing assistance, EBP will use its business connections to find a suitable placement. However, please be aware that while every effort will be made, we cannot guarantee placements in a specific sector or location of the student's choosing.

We invite you to join us for the **Year 10 Information Evening on Wednesday, 2 October 2024, at 7 pm** during which we will provide important guidance and give you the opportunity to ask any questions about the work experience programme.

In preparation, we encourage students to start thinking about industries and sectors that interest them and to consider any potential contacts they may have. Application forms will be distributed in **October 2024**, with a submission deadline later in the term.



Aim High



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Work Together

In **June 2025**, we will provide students with their confirmed placements and instructions on how to contact employers to begin discussions ahead of their work experience.

Please note that some industries have, in recent years, reduced or suspended their participation in work experience programs, including **Veterinary practices, Medicine, Engineering, General office-based roles, Armed forces and public services, Journalism, Politics, and Architecture**. We recommend students keep an open mind and explore a wide range of sectors when selecting placements.

If you have any questions or need further information, please don't hesitate to contact us at mescareersdept@maidenerleghtrust.org.

Additionally, if you or your workplace would be interested in offering a work experience placement to one of our students, please contact **Kirsty Wilson-Bridges** at kirstyWB@ebp.org.uk.

Thank you for your continued support in helping our students prepare for their future.

Yours sincerely



Damien Bell
Assistant Headteacher – Careers and Destinations Lead

