MAIDEN ERLEGH
SCHOOL
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20 November 2026

Dear Parent/Guardian

Year 10 Work Experience Week – Monday 28 June to Friday 2 July 2027, and Monday 5 July to Friday 9 July 2027

Work experience is a valuable opportunity for our Year 10 students to develop independence, build confidence, and strengthen the essential soft skills that employers value – such as teamwork, communication, and problem-solving. By spending time in a real workplace, students gain experiences that will support both their personal growth and their future studies.

Following our Year 10 Information Evening in October, I am writing to share an important and positive update regarding Year 10 Work Experience for summer 2027.

Earlier this autumn, updates to the Department for Education's (DfE) *Keeping Children Safe in Education* (KCSIE) guidance regarding the supervision of under-16s on work experience created significant uncertainty around whether employers would be required to obtain DBS checks for supervising staff. We delayed sending our formal written follow-up while awaiting clarity on what these rules meant in practice. This week, the DfE published new, clarifying guidance confirming that **most employers can safely offer work experience using their existing staff and normal workplace supervision arrangements**.

Specifically, the update has confirmed that employers do not need to carry out routine DBS checks on staff supervising Year 10 students, meaning placements remain open across all sectors with no unexpected costs to families. Employers remain legally barred from allowing anyone prohibited from working with children to supervise students, and all placements will still undergo standard safeguarding and health and safety checks.

With this clarity from the DfE, we are excited to move forward as planned and strongly encourage students and parents to actively seek out meaningful placements across all industries.

As shared at the Year 10 Information Evening, the dates are as follows:

- **10M Students:** Monday 28 June to Friday 2 July 2027, inclusive (10E students will attend lessons as normal).

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Aim High
Be Inclusive
Work Together

- **10E Students:** Monday 5 July to Friday 9 July 2027, inclusive (10M students will follow their usual class schedules during this time).

(Please note: We are aware that some students may be undertaking Duke of Edinburgh expeditions starting on Friday 2 July, and as such will only take part in a work experience placement for four days.)

Students will be able to access work experience through two routes:

Route One – Own Placement (strongly recommended)

- Students/parents arrange their own placement.
- The Own Placement form must be completed and returned to Reception, FAO Mr Bell, by **Friday 22 February 2027**. Please find the link to the form here
- EBP will carry out the necessary pre-placement health, safety, and safeguarding checks.
- Guidance is enclosed to support families in sourcing their own placement.

Route Two – EBP Sourced Placement

- EBP will make a selection of placements available via the Link2 system.
- Link2 will open to students starting the week commencing **Monday 1 March 2027**.
- Students must log in to Link2 and select four preferred options.
- EBP will allocate placements based on choices, though preferences cannot be guaranteed. If none of the chosen options are available, students will be asked to re-select.
- Final placement details will be confirmed the week commencing **Monday 31 May 2027**.

For students who have an Education, Health and Care Plan (EHCP), we will complete an additional supplementary form, which EBP will share with employers in advance. Parents may also wish to make a pre-visit to the workplace to help ensure that the placement meets the needs of the student concerned.

Link2 will be introduced to students and parents during the spring term 2027, and we will be in touch with further details and access instructions at that time. We ask all students to register on the system—even if they are arranging their own placement—so that a backup option is in place if needed.

Please refer to the relevant page on our website for resources, including copies of the forms, a timeline, and the presentation to parents from the information evening. You can find this using this link.

Our partners at EBP are working hard to secure a wide range of opportunities for our students, and we look forward to supporting Year 10 through this exciting process.

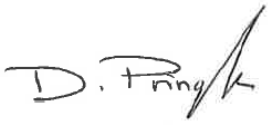
For any queries, please contact the Careers Department at:
mescareersdept@maidenerleghtrust.org

Additionally, if you or your workplace is interested in hosting a student for work experience, please contact Jo Ramshaw at joanner@ebp.org.uk

Yours sincerely



Mr D Bell
Assistant Headteacher –
Careers and Destinations Lead



Mr D Pringle
Head of Year 10