



Learning to shape the future

Headteacher: Mr L Cummins B.Ed (Hons), M.Ed, NPQH

24 March 2021

Dear Parent / Guardian

Last year, school took the decision to replace the traditional summer work experience with 'virtual' placements due to coronavirus restrictions. This year, we are hopeful that Year 12 students will be able to complete 'live' work experience once more in summer.

Your child will complete a one-week work experience placement from Monday 12 July – Friday 16 July 2021.

Work experience is an important part of your child's careers education. Students explore new jobs; learn how their subjects link with work; understand the local labour market; gain useful contacts and references; and develop their independence and confidence.

Your child will be issued with a Work Experience Form and briefed on how to find and arrange their own work experience placement. Please ensure that your child completes and returns this form to school before Friday 30th April 2021. We strongly encourage students to arrange their placements themselves to simulate the job search process and to develop their resilience.

An electronic version of this form, which may be helpful if making contact with employers by email, can be downloaded from the school website along with a script for contacting employers which students may find helpful.

Students will be briefed to arrange their placements by email and telephone only, and not to attempt to visit employers' workplaces while restrictions are in place.

Support is on hand from staff and from the school careers advisor, Mr Peace, who can be contacted at peaceg@uptonhigh.co.uk.

Whilst we remain hopeful that conditions will be much better by summer, in the event that work experience cannot go ahead due to coronavirus restrictions continuing into mid-summer, students will undertake virtual work experience which will be arranged by school.

If you would like to discuss any aspect of work experience further, please do not hesitate to contact Mr Peace or a member of the careers team in school.

Yours faithfully

Ms S Beuzit
Assistant Headteacher

