



St Katherine's School



5 September 2018

Dear Parent and Carer,

### **Work Experience - 8 July - 12 July 2019**

As you may be aware, now that your child has entered Year 10 they will be expected to complete work experience. For this academic year the work experience week runs from Monday 8 July to Friday 12 July 2019. Within this week students are expected to work with an employer to gain an understanding of the working world.

We want the students at St Katherine's School to have a worthy and fulfilling week in an area that they will enjoy. Therefore we need your support to help your son or daughter find the right placement for them.

It is important that your child secures a work experience placement as soon as possible as the best placements with high profile employers such as the NHS, First Great Western and Bristol University will fill up very quickly.

It will be beneficial if you can spend time discussing work experience with your child to help them decide what they might want to do. Many pupils will find making that initial call challenging, but if they can do this themselves, they stand a better chance of impressing!

Each student has been given a form that needs to be filled out by the employer to confirm the placement. This form also needs to be signed by yourself to confirm that you are happy with the placement and the students themselves. Please also complete the health declaration on page 3 and then return this form to their tutor at school.

The benefits that they will gain from this experience are fantastic, improving their own skills and confidence and giving them a taste of life in employment.

Please do contact me for help and advice, especially with securing popular placements. I can be contacted at the school telephone number or via email, [gardiners@skdrive.org](mailto:gardiners@skdrive.org)

The deadline to secure placements is 1 February 2019.

I look forward to hearing from you.

Kind regards,

Sara Gardiner  
Careers and Work Related Advisor

Head of School: Justin Humphreys

St Katherine's School, Ham Green, North Somerset BS20 0HU

T: 01275 373737 E: [school@stkaths.org.uk](mailto:school@stkaths.org.uk) [www.stkaths.org.uk](http://www.stkaths.org.uk)

[facebook.com/stkaths](https://facebook.com/stkaths) [twitter.com/stkathsschool](https://twitter.com/stkathsschool)