



Faringdon Community College
Fernham Road, Faringdon, Oxfordshire, SN7 7LB

Tel: 01367 240375
01367 240628

Email: Office@fcc.faringdonlearningtrust.org
Studentservices@fcc.faringdonlearningtrust.org

www.fccoxon.co.uk



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Dear Parents/Carers

YEAR 10 WORK EXPERIENCE JULY 2024

We would like to offer Year 10 students the opportunity to take part in work experience next summer in Term 6.

The aim of a work experience placement is to give students an insight into the world of work, and to help them develop career ideas and plans for the future. With fewer students experiencing the world of work through part-time jobs, work experience gives students the opportunity to understand the work environment, develop and practice employability skills and prepare for employment or future training, in a safe and supported way. We would expect that, during their placement, a student will spend time on employer's premises and carry out set tasks, as would an employee, with an emphasis on learning about the workplace.

The school will support students to participate in work experience placements only during either the week of 8th July OR 15th July 2024.

The exception to this is those employers who the school has a partnership with, such as Williams F1, BMW, Oxford Playhouse and Thames Valley Police, who offer designated weeks for work experience. I will let parents/carers know as and when these opportunities arise and your child will be given authorised absence from school.

Please be aware that if opportunities take place during term time the school has a responsibility to check that the employer's health and safety and insurance meets standards before the placement can go ahead. If the placement takes place in the school holidays, then all responsibility lies with the parent/carer.

Please also be aware that work experience is not compulsory and, as such, lessons and the curriculum will continue as normal, which will need to be caught up if a placement is taken up during term time. Those students who don't have a placement will be expected to be in school as normal during the two July weeks. We will be offering a 'Careers Day' during the last week of term.

If your child is studying Child Development

If your child is studying Child Development then their course requires that their work placement is in an Early Years setting which could be a playgroup, nursery or an early years unit in a primary school.



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FCC is committed to safeguarding and promoting the welfare of children and individuals.

Headteacher: Phil Bevan. Chair of Governors: Alex Bond

Faringdon Academy of Schools is a charitable company limited by guarantee, registered in England and Wales.

Company Number: 7977368 **Registered Office:** Faringdon Academy of Schools, Fernham Road, Faringdon, Oxfordshire, SN7 7LB



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What do I do when my child has been offered a placement?

Remember that placements in the school holidays are parents/carers responsibility, not the schools. This doesn't mean that we don't want to hear all about it and if you contact me beforehand, I can give you an employer evaluation form which if handed in after the placement means that your child gets a certificate!

If your child is offered an opportunity during term time please contact me on tibelcher@fcc.faringdonlearningtrust.org with the name and address of the employer and which of the two weeks in July your child needs to be out of school in order to take part in the work placement.

You will then be sent the paperwork for both you and the employer to complete. Because of the need to confirm health and safety and insurance with a prospective employer we require these details **by Wednesday 8th May 2024 at the latest please**. Earlier notification is very much appreciated.

I hope that you will feel that this is a valuable opportunity for your child. If I can be of any help with suggestions of employers to try or if there is anything that you are just not sure about please do get in touch with me.

Yours sincerely

Tina Belcher
Careers Adviser



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