

Guidelines for Out to Work – Year 9

This day is part of our Careers programme and is designed to give Year 9 pupils a ‘taste’ of the world of work. It is in addition to any work experience that students will be offered in Years 10 and 12 if they stay for our 6th Form. We appreciate your child may not wish to enter this line of work, however as stated it is an experience of a workplace environment.

During their day at work, pupils will ‘shadow’ a parent (or nominated representative) and find out:

- .. The differences between school and work
- .. What an employer expects
- .. How to relate the work they are doing in school to their future careers and pathways

We consider this to be a very valuable experience, and in some cases, it provides a first step to a chosen career, offering part time work and even apprenticeships.

We would like every Year 9 student to take part in this activity but are aware that it is not always possible to attend with a parent/carer. Where a parent/carer cannot take a child to work, they should nominate another **family member or trusted friend instead**, so that their child may still take advantage of this opportunity.

If you are unable to find any placement for your young person, please notify us in the form provided, these students will be expected in school as normal and will take part in work related activities in class.

Responsibility for the safety of your child on this day lies with the nominated adult or parents/carer, as does the pupil’s attendance. The school requires that parent/carer authorise their child to participate in this scheme by signing the Google consent form. If your child is to be absent on the day, we ask that you contact the school as normal to inform us of the reason for the absence.

By signing the consent form, we assume that company permission has been gained by the parent/carer and that the insurances listed are in fact held by the company in question. This information should be sort before any decision is made by a parent/carer to take their child into any workplace.