



A GUIDE TO WORK EXPERIENCE

Year 10 Work Experience
Monday 3rd – 7th June 2024



Why will my child be expected to participate in work experience?

Work experience enables students to learn about the world of work by spending a short time in a real workplace that is not necessarily connected to any career aspirations. Placements can help students to make decisions about future career paths and helps to motivate students to achieve their best in school work.

How are placements arranged?

Where possible we expect our students to find their own work experience placement. As soon as the placement has been agreed please complete the Student Placement Form and return it to the school, we can then make the necessary arrangements to organise Health & Safety and insurance checks.

Are there any special requirements for work placements?

All employers must have both Public Liability and Employer's Liability Insurance.

Why does every employer have to have Public Liability and Employer's Liability Insurance?

It is a legal requirement that all students taking part in work experience are covered by both Public and Employer's Liability Insurance whilst in a work environment.

Do all employers have BOTH types of insurance?

Generally anyone who is self employed and does not employ others will not have Employer's Liability Insurance. Usually this is the case with the trades, self employed builders, carpenters, painters & decorators and gardeners etc. It is possible for employers to ask the insurer who provides their Public Liability cover to include Employers Liability for a short period to cover work experience students however there is usually a cost associated.

Is help available to find a placement?

The school maintains a database of all employers who have worked with us to provide work experience in the past. This database is an invaluable source of information and can be accessed through the school website, please see the 'Looking for a Placement' leaflet for further details.

What if my child cannot find a placement?

Obviously if a student finds their own placement it is more likely to be of interest and ultimately successful. However if students would like additional help and advice they can visit the Careers Office on the top floor of Winterbourne. Or email natasha.brown@teignmouthschool.co.uk to arrange an appointment.

Where in the country can my child carry out their work experience?

It is possible to arrange placements out of county but parents may be asked to fund the cost of necessary health & safety checks to placements.

What should my child do on their work experience?

We like students to take part in 'real work'. This usually means that they will work the regular hours of employees at their placement. There is legislation in place to protect young workers and therefore students should expect to be at their placement for a normal working day but must not start before 6am or finish after 10pm.

Is there anything my child should not do on their work experience?

Under current Health & Safety regulations, work experience students are not allowed to carry out their placement at sea, work on scaffolding or at heights and are not permitted to use ladders.

Will my child be given any Health & Safety Guidance?

Students will be given basic Health and Safety information at school through their PHSE lessons. Employers are asked to run through all of their health and safety arrangements at either a pre placement meeting or at the start of the first day in work placement.

Prior to all placements being confirmed, Health & Safety and insurance checks will be made with the employer. Placements deemed high-risk (e.g. farm work, construction, mechanics) will be visited by our Health and Safety workplace assessor. If there are any significant risks we will contact you with the details.

Are there any health requirements?

No, but all parents/guardians should complete the health section of our Student Placement form, this information is shared with the placement provider.

Can work experience be carried out with a family member or where my child has a part time job?

We would encourage students to use work experience as an opportunity to try a new experience, however depending upon the circumstances this may be acceptable. Please speak to Miss Brown in the first instance.

Student Quotes from Work Experience 2023

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It really helped give me knowledge of what I would like to do when I leave

It made me realise how much I like working with people

It prepares you for life in general and makes you more independent

I enjoyed working online seeing different companies goals and aspirations to get customers attention in the online world

I learnt how to be confident with myself and if I don't know something, then always ask someone!

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Miss Natasha Brown

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