



COMMONWEAL

Y10 and Y12 Work Experience 2023 update: students and parents

Key dates: when is it?

Y12 Work Experience: Tues 27th to Thurs 29th June

Y10 Work Experience: Tues 4th to Thurs 6th July

3-day requirement – longer Wex placements by request.
Wex can be done at a different time at school's discretion, but ideally not.

Key dates: what is the deadline for sorting a Wex placement?

Both year groups need to have got a verbal agreement from an employer as a minimum by the end of term 3 (Easter holidays).

Ideally, all Y10/12 students will have initiated the UNIFROG PLACEMENTS tool by this point as a minimum too.

Initiating the placement using UNIFROG – how?

www.unifrog.org

All students have a login and should know it.

They have all been shown how to use the *Placements* tool.

There are several stages for a Work Experience placement to be approved:

1. Student completes initial part of *Placements* tool on Unifrog
2. Employer receives notification from Unifrog that a placement has been initiated and they are asked to provide details of: insurance, risk assessments, health and safety policies **and** to confirm what the student will be doing during the placement.
3. Parent receives notification that the employer has completed their part and they give approval (by email)
4. School receives notification that the placement has been approved by the parent and then we check and approve the placement.
5. The placement is not set up!

What if my child is really struggling to sort a placement out?

Encourage them to think outside the box a little – most students will not get a placement in their ideal job. Focus on:

Type of industry/sector

Type of work environment

Ultimately, the three days is mostly about experiencing a workplace environment and so spending time with any employer can be a useful experience, even if the job doesn't match what the student wants to do when they are older.

If you have any concerns about your child's ability to secure a work experience placement, please get in touch: dboothhowe@commonweal.co.uk