

**Interim Principal: Lis Jolley**

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January 2026

Dear Parent / Carer,

**Work Experience: Tuesday 7<sup>th</sup> July – Friday 10<sup>th</sup> July 2026**

We are writing to inform you of the dates for this year's Year 10 Work Experience as part of our Broadoak and Beyond Careers Programme.

You should also have received a copy of the Year 10 Work Experience Parent Handbook, with some key information and handy tips to help you support your young person to find their placement. If you haven't, this will be available to download on the Broadoak Academy website.

The benefits of Work Experience:

- Building self-confidence
- Coping with new situations
- Developing self-awareness
- First experience of the working world
- Communication skills
- Can lead to voluntary work, a part-time / full-time job or an apprenticeship
- Can also provide a reference for the future for college and job applications
- Contributes to making informed career decisions

Year 10 Tutors along with our Careers and Pathways Leader, Miss Wilde, and the Year 10 Student Support Team are available to help students with writing letters/emails of application and making phone calls to employers. Mrs Ashby, Head of Whitebeam House is also overseeing and assisting with the process. However, it is your child's responsibility to actively be looking for a Work Experience Placement and be reaching out to employers themselves. Work Experience is not optional and all students will be expected to be out on placement during the dates given above.

If you already have a local business or company in mind, we encourage you to start reaching out to them from now, we also welcome any links you as parents may have to employers that could offer work placements to our students. If you do have any contacts that you think would be useful for us, we would love to hear from you, please email [georgia.wilde@clf.uk](mailto:georgia.wilde@clf.uk)

Yours faithfully,

*N Simpson*

Mrs N Simpson

KS4 Raising Attainment Lead & Associate Assistant Principal



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