



## YEAR 10 WORK EXPERIENCE

1 February 2016

Dear Parents and Carers,

Year 10 students are being offered the opportunity to participate in Work Experience during the first and second weeks of Term 2, dates are Tuesday 26<sup>th</sup> April to Friday 6<sup>th</sup> May 2016.

This program is being run at the same time as Year 10 students are on the Northern Trip and therefore if your child is not attending it is **compulsory** that they secure work experience and it is approved by the school for the duration as listed above. Year 10 classes will not be run and therefore students who do not have approved placements will be recorded as absent.

It is important that students learn how to communicate with and approach employers therefore it is primarily the responsibility of students to seek their work experience placements. Workplace learning helps students to gain increased confidence and maturity as well as greater self-knowledge through experiences in a busy adult work environment. This directly benefits their career education activities and work education programs for which the students may already be doing at school.

Students might like to look at a different employer for each week and attached is a list of alternative options to ease securing a position as often the traditional full time placement is not possible for busy employers.

If students or parents are having difficulties it is important that assistance is sought through the school, this program is being coordinated by Mrs Michelle Walters or Ms Jane Baker, Job Coach, who can be contacted on 02 67657888 or 0477 715647.

**Completed paperwork is required by Friday 26<sup>th</sup> February 2016 (Week 5) and is to be given to Mrs Walters or Ms Baker in the Career and Transition Staffroom in G Block.**

Yours sincerely

Dale Rands  
Deputy Principal

