



Name:

Year 10 Work Experience (WEx) Placement 21/22

Work Experience will take place during the week of **Monday 4th to Friday 8th July 2022**. This week is called 'Experience of Work' week and will include a wider focus on employability skills, alongside interview techniques and hopefully a work experience placement, Covid and organisationally permitting.

This initial form is to collect some basic information about the place you have approached to do work experience in (this is what we call your placement). There will be further information requested from your placement in due course, but this is the first step in securing your WEx placement. It is your responsibility to find a WEx placement; it is not down to the school. Should you struggle, Mr Angell is available to talk with each day, during first break in the Futures Hub.

Further information will be requested from your placement once this form has been returned, as well as information regarding certain expectations and health & safety, from either Chichester Free School or EBP South (external company supporting the legality of WEx placements).

This form should be returned to Year 10 Tutors by **Monday 14th February 2022**. I wish you well in finding a suitable placement. If you would like to discuss this form with me then do email: rangell@chichesterfreeschool.org.uk

Yours faithfully,

Mr R Angell

Assistant Head: Pupil Development and Cultural Capital

To be completed in conversation with the potential **Work Experience Placement**.

Pupil Name:	Date:
How is the Pupil known to you?	
Company Name:	No of employees:
Main Contact Person:	Position:
Workplace Address:	Is this a home address? Yes or No (please circle)
Postcode:	
Tel:	
Email:	
Placement Job Title:	
Placement Job Description:	
I agree to discussing further the suitability of (CFS pupil) _____ completing a Work Experience placement with (company name) _____. Signed: _____	