



WORK EXPERIENCE

MONDAY 10TH - FRIDAY 14TH JUNE 2024



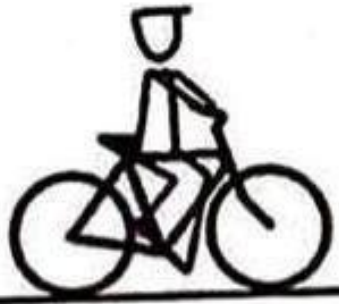
WELCOME TO WORK EXPERIENCEYOU NEED TO START PLANNING TODAY!

Work Experience

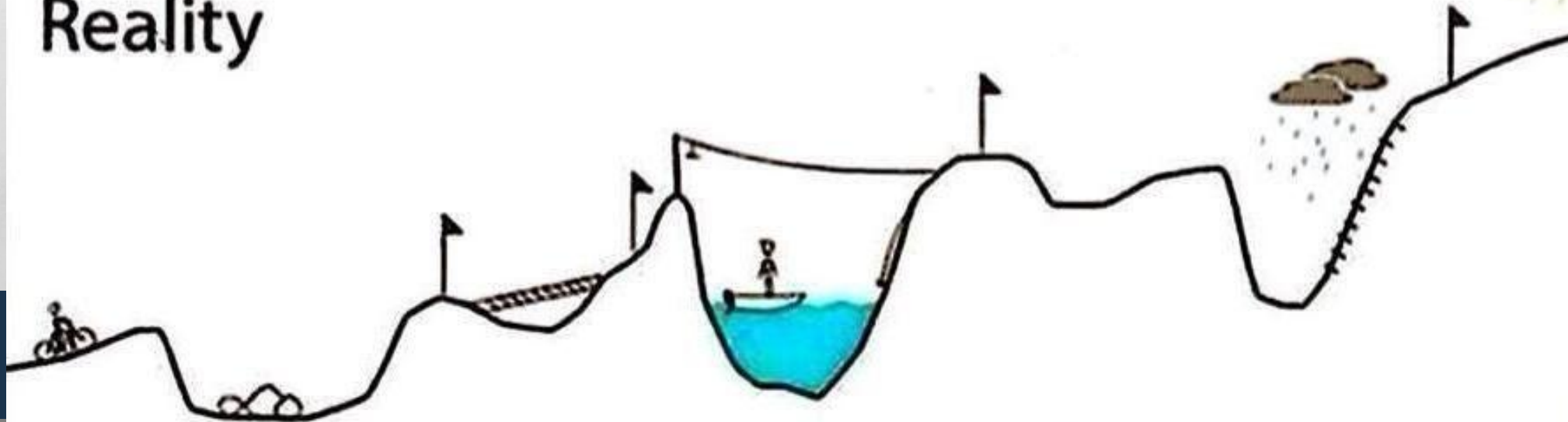
Monday 10th to Friday 14th June 2024

Everyone **has to find their own placement**

Your plan



Reality



Resilience - the capacity to recover quickly from difficulties.

Persistence - perseverance in spite of frustration.

Determination - persevering towards a difficult goal in spite of obstacles.

ITS ALL ABOUT DEVELOPING SKILLS AND BUILDING CONFIDENCE!



BENEFITS OF WORK EXPERIENCE:

- Try out a job
- Gain experience for your CV and applications
- Develop employability skills
- Build confidence
- Improve motivation to do well
- Improve your independence
- Communication skills
- Team working



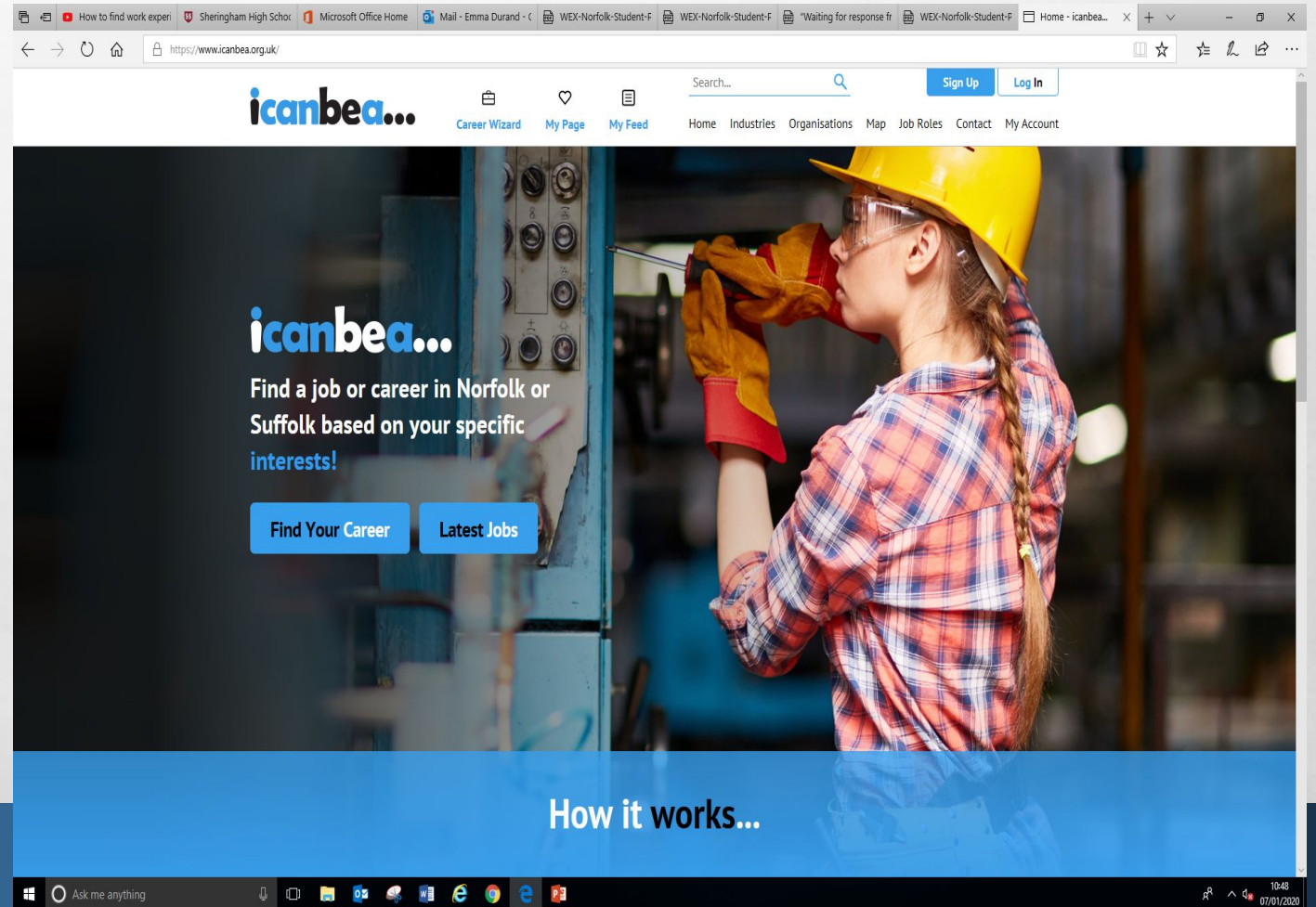
• HOW TO FIND A PLACEMENT:

- Placements are self generated!
- Think about what sort of placement you would like
- Talk to family and friends - do they know anyone?
- Look around you - local businesses - where can you get to?
- Social Media
- Newspapers and magazines
- Research online....



GOOD WEBSITES FOR RESEARCH:

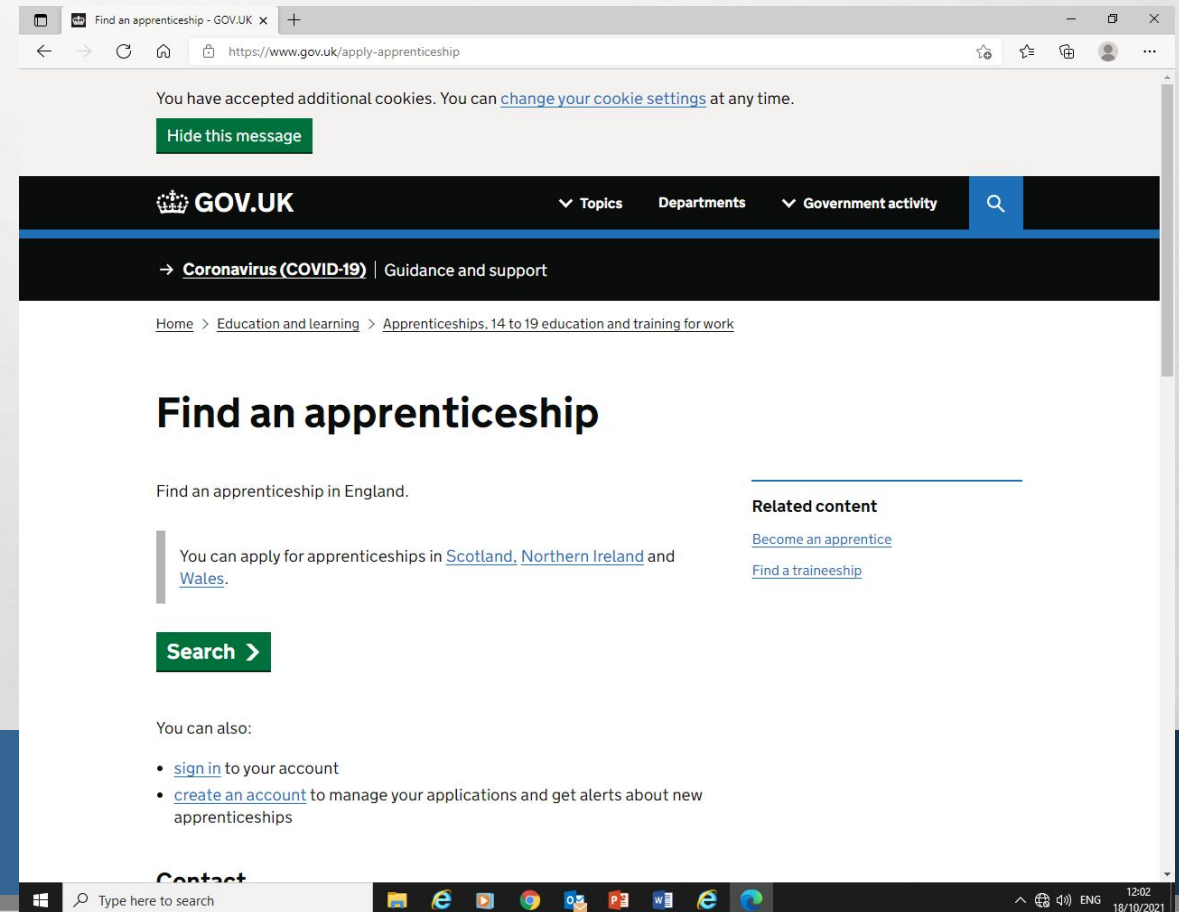
www.icanbea.org.uk



GOOD WEBSITES FOR RESEARCH:

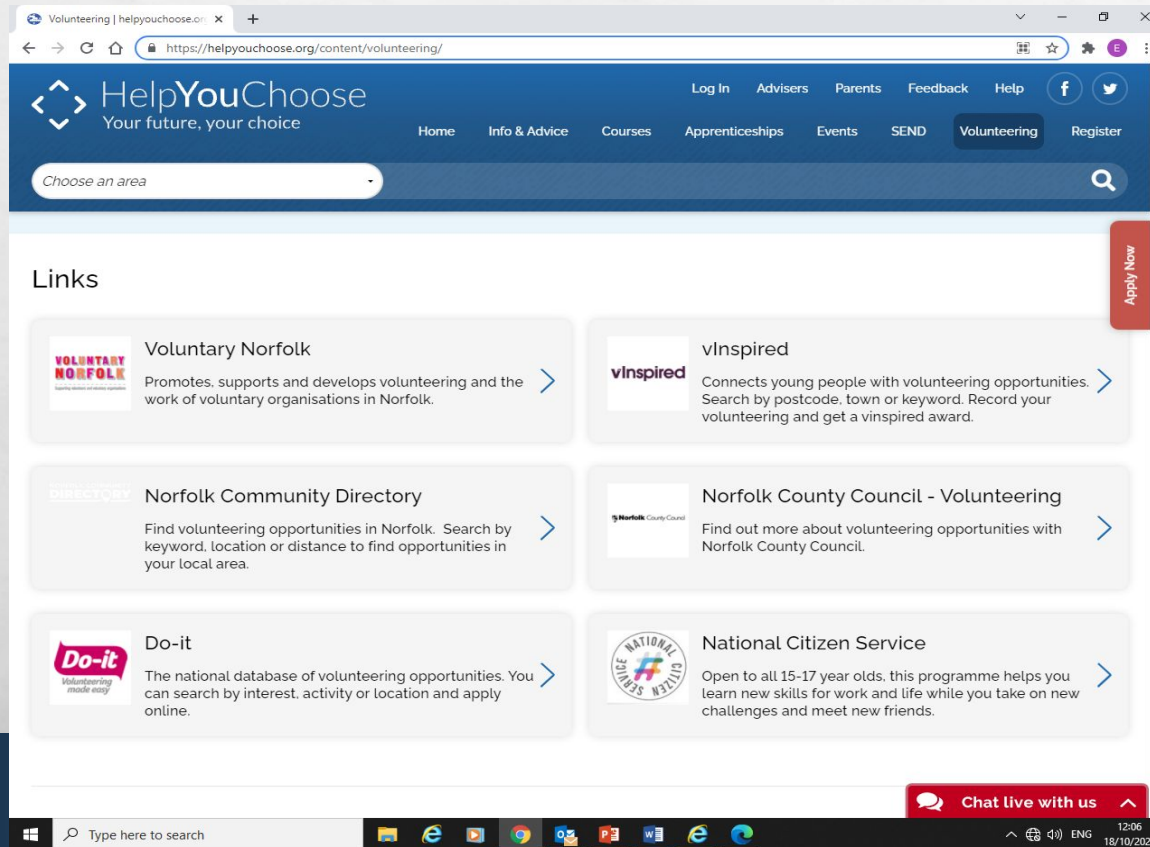
National Apprenticeships Website

www.gov.uk/apply-apprenticeship



GOOD WEBSITES FOR RESEARCH:

<https://helpyouchoose.org/content/volunteering/>



GOOD WEBSITES FOR RESEARCH:

<https://www.wensumtrust.org.uk/acleacademy/students/careers>

Careers

East Norfolk Sixth Form Visit

Careers Education, Information Advice and Guidance (CEIAG)

At Acle Academy we believe that good provision of CEIAG is fundamental in helping young people to reach their potential, broaden horizons, and explore their own career aspiration and to be ambitious. Equipping our young people to leave school and move successfully in to further education, employment or training has always held high priority at Acle.

The careers programme we offer takes a practical approach, giving students the employability skills so essential to both finding and being successful in their chosen path. We are committed to careers and work-related learning which includes a taught programme throughout years 7-11 with focus on employment skills and raising aspiration, understanding of career paths and opportunities are embedded within the whole school curriculum. There is a focus on linking students' understanding of how subjects apply in the real world of work.

ClassCharts

Army Cadets

► Careers

Duke of Edinburgh Award

Student Support Link

Study Support

15 by 15

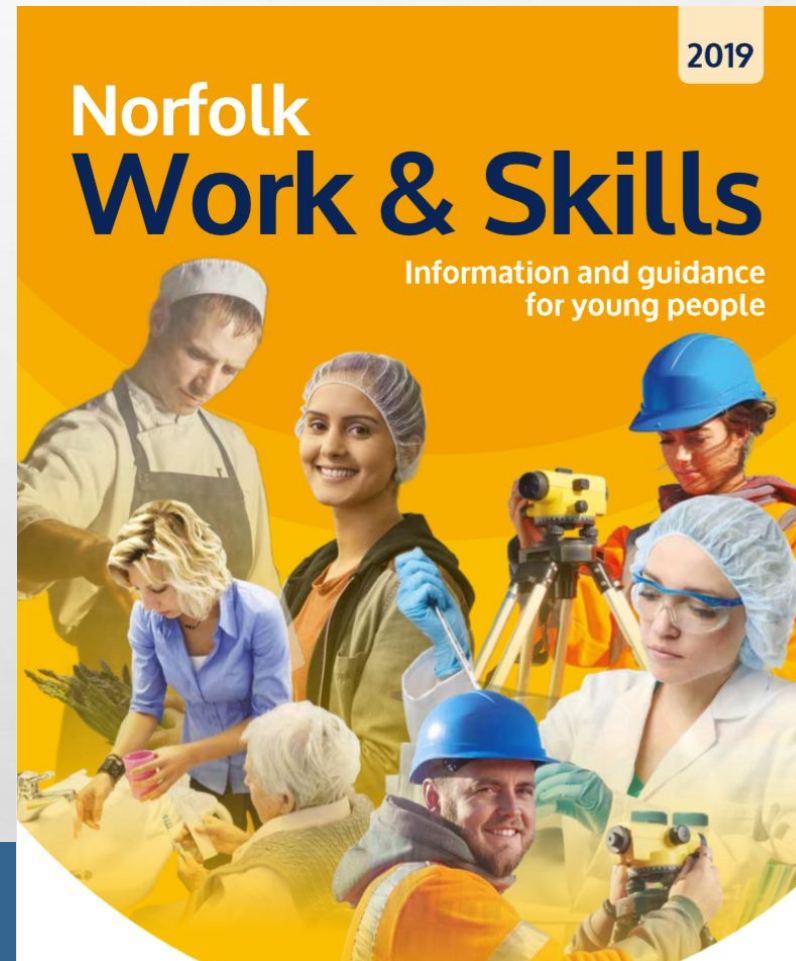
Examinations

Mental Health & Wellbeing

Reflection Form

GOOD WEBSITES FOR RESEARCH:

Norfolk Work and Skills



GROWTH EMPLOYMENT AREAS



WHERE CAN STUDENTS WORK?

- EMPLOYERS MUST HOLD EMPLOYER AND PUBLIC LIABILITY INSURANCE
- THEY MUST BE HEALTH AND SAFETY CHECKED BY NORFOLK COUNTY COUNCIL
- THERE ARE SOME PROHIBITED JOBS, BUT STUDENTS **CAN** UNDERTAKE ROLES NORMALLY RESTRICTED BY CHILD EMPLOYMENT REGULATIONS, SUCH AS WORKING IN KITCHENS

WHERE CAN STUDENTS WORK?

- STUDENTS CAN BE ASKED TO WORK UP TO 40 HOURS A WEEK
- THEY MAY BE ASKED TO SWAP A WEEK DAY SHIFT FOR A WEEKEND SHIFT
- THEY MAY BE ASKED TO WORK AN EVENING SHIFT
- YOU CAN SPLIT YOUR PLACEMENT

PAY



STUDENTS MUST **NOT** BE PAID

IT INVALIDATES THE NORFOLK COUNTY COUNCIL
INSURANCE

THE EMPLOYER WILL BE IN BREACH OF CHILD
EMPLOYMENT REGULATIONS

THEY MAY RECEIVE A 'THANK YOU' GIFT

WHAT THE SCHOOL WILL ARRANGE

- THE HEALTH AND SAFETY CHECKS
- PROVIDING INSURANCE (THROUGH NORFOLK COUNTY COUNCIL) FOR ALL PLACEMENTS
- FORMS MUST BE IN BY THE DEADLINE TO ALLOW US TO COMPLETE THESE CHECKS!



WHAT YOU NEED TO DO NOW

- Read the booklet you will be given in form time this week
- Discuss it with your parents/carers
 - In your pack will be information for your parents/careers

Work Experience Information Booklet 12th – 16th June 2023

**The benefits of work experience and how to secure
a placement**



Miss J Cunliffe – CEIAG Coordinator

WHAT YOU NEED TO DO NOW

1. Return the
Parent/Carer Consent Form
by Friday 8th December

Acle Academy

WORK EXPERIENCE PARENT/CARER CONSENT FORM
Monday 12th June– Friday 16th June 2023



To be completed and
returned to school by
Friday 9th December
2022

Student Details:	
Student Name:	Form Group:

Type of work experience placement student is looking for (please list here e.g. office, shop etc):		
I give permission for the above-named student to participate in the Acle Academy's Work Experience programme, under the Education (Work Experience) Act 1973, for the purpose of gaining experience in the work place, during the period Monday 12th June- Friday 16th June 2023 .	YES	NO
I recognise that work experience is a vital part of my child's compulsory education and as such, it is not acceptable to arrange a holiday during this period without seeking permission through the completion of a Leave of Absence Form.	YES	NO
I agree to support my child in trying to find their own placement. The final decision as to where each student is placed will rest with the school.	YES	NO

Health Declaration:	YES	NO
I confirm that my child does not have any medical, health, educational or social conditions that may affect his / her performance at work.		
I confirm that my child does have a medical, health, educational or social condition that may affect his / her performance at work and I have noted them in the box below.		

Medical Details:	YES	NO		YES	NO
Colour Blindness			Eczema/dermatitis		
Dizziness			Chronic Back problems		
Epilepsy			Claustrophobia		
Fainting or Blackouts			Skin Problems		
Impaired Hearing			Mental Health Problems		
Asthma or chest trouble			Physical Disabilities		
Inflammatory Joint Condition			Impaired Eyesight (if not corrected by glasses)		
Is your child taking any medication that may affect their work, i.e. cause drowsiness?			If YES, please note the medication here:		

If you have indicated YES for any of the above, or if your child has a medical, health, education, behavioural or social condition that has not been listed, please give further information in the space provided below:

WHAT YOU NEED TO DO

2. Find your placement!

If you are stuck... Talk to:

- Family/friends
- Your Tutor
- Come and see me



I'm not stuck
I'm thinking...

WHAT YOU NEED TO DO

3. Ask your Employer to complete the
Placement Form

By 21st March 2024

WHAT YOU NEED TO DO

Return both forms to Ms Skarin
via:



Directly



Your Form Tutor



Main Reception

Please cut them out of this booklet



Or you can download them



From www.aylshamhigh.com/workexperience

THEN... GET READY TO GO ON PLACEMENT...

More information and guidance in the summer term to make sure you are:

- ✓ Prepared, ready and excited
- ✓ Safe
- ✓ Able to make the most of the opportunity

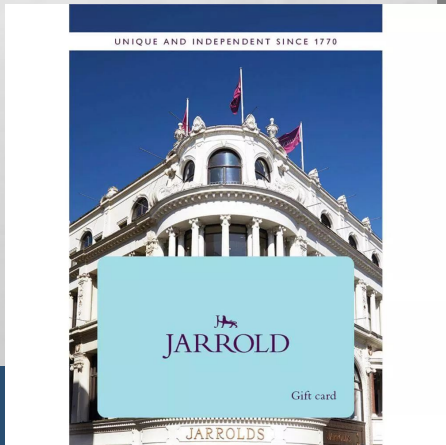
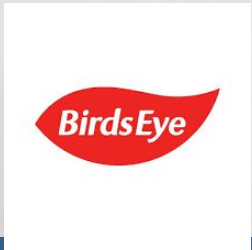
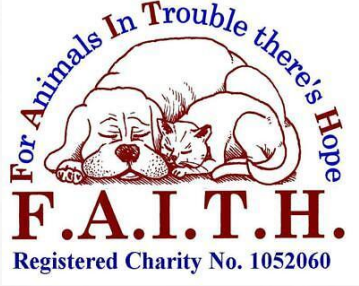
...whilst on placement



WE CAN'T WAIT TO HEAR ABOUT:

- ✓ the EXCITING placements you will find..!
- ✓ The experience you will gain..!
- ✓ The employability skills you'll develop...!
- ✓ And the confidence that it will build...!





GOOD LUCK!!

WORK EXPERIENCE
10-14TH JUNE 2024

