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Headteacher
Mr Darren Moroney

14th October 2025

Year 10 Work Experience

Dear parent/carer,

During the week commencing 9th March 2026, your child will be required to participate in a work experience placement as part of their career's education. As a school, we work in partnership with an organisation called Changing Education who support with this process by carrying out risk assessments and the liaison work with employers.

A work experience placement aims to give young people a taste of the world of work, so that they may begin to understand the expectations of working life and develop skills and qualities to help them in the future.

The placement your child completes will need to be voluntary, subject to the consent of parents/carers, and unpaid. Each pupil will be expected to arrange their own placement and work the normal working hours of the organisation for the duration of the placement. Should there be any week days that your child is unable to participate in their work experience placement, they will be expected to attend school where they will participate in work experience related activities.

Once your child has found their own placement, they need to input the placement details into the 'Connect' website. This is an online portal that pupils use to share their placement information; pupils have been provided with information about this process in assembly today and will receive their log in details later this week. Once your child has inputted their placement details, the school will verify the placement so that Changing Education can begin facilitating the risk assessment process.

We request that parents/carers support pupils with the following:

- Contacting companies to request placements – please support your child with emails, phone calls or visits to potential employers
- Inputting their work experience placement into their online portal – pupils will be required to share any relevant learning or medical information that placement providers should be aware of in order to keep them safe and supported throughout the placement; please support your child with the completion of this. Please also ensure that your child submits the correct information of the placement provider, including their working days and hours. It is important that we have accurate information as part of our risk assessment and safeguarding processes.

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Following this, your child's placement will be reviewed by Mrs Morrison and if approved, the risk assessment process will start. You will be contacted by school should we have any queries regarding your child's placement. Parents/carers will be contacted again closer to the work experience week regarding standards and expectations.

Please find below the work experience timeline between now and Christmas:

- Today: Work experience launch – pupils to begin searching for placements with the help of parents/carers
- Later this week: Pupils will receive their log in details for the online portal and are able to log in
- 12th December: Deadline for organising work experience placement

Work experience week is built into the calendar for Year 10 – your child's learning will not be adversely affected by this activity. This is a fabulous opportunity for all of our pupils and we hope that you will encourage them to make the most of this experience.

Please complete the consent form on the link below to confirm that you are happy for your child to participate in work experience.

<https://forms.gle/X9ao83GhqMbrjszx5>

If you have any queries or require more information, please do not hesitate to me at c.morrison@reddish.stockport.sch.uk.

Yours sincerely,



Charlotte Morrison
Assistant Headteacher

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