



23<sup>rd</sup> March 2020

Dear Students and Parents/Carers

**RE: Cancellation of Year 12 Work Experience 6<sup>th</sup>-10<sup>th</sup> July 2020**

In the light of the current situation we have decided to cancel the planned Year 12 work experience week. Although some students have already set up placements, some of these have already been withdrawn and other students who have not sourced placements will find it difficult to do so. In addition, the company who risk assesses student placements need to have details by the end of April in order to complete their role, which is understandably an impossible requirement to fulfil at this time.

As a result, if school is open again in July, students will be expected to remain in lessons for the calendared work experience week as normal so that they can have access to the teaching staff and be supported in continuing their A-level courses.

For BTEC Business students, where work experience is an integral part of the course, a week will be identified in 2021 where they can undertake a placement. If students had already secured a placement for this year, hopefully these employers would be prepared to offer the same next year, but if not, there will be sufficient time to arrange placements.

For other students, work experience is still a valuable opportunity, but we will not be arranging a further week off timetable to facilitate this. Students are, however, welcome to make their own arrangements during holidays. In exceptional circumstances, such as for students applying for medicine or veterinary science where work experience is an expectation, leave may be granted for a short period of work experience during term time on a case by case basis once we return to school. It is likely, however, that universities will be flexible about this expectation given the current circumstances.

If you have any queries about the plans for work experience, please do contact me on the email address above.

Yours faithfully

*C Willis*

Mrs C. Willis  
Assistant Headteacher: Post-16 Learning