

Dear Parent/Carer,

We are writing to inform you that Year 10 students will undertake a **two-day Virtual Work Experience on Thursday 27<sup>th</sup> and Friday 28<sup>h</sup> May 2021**. The aim of this experience is to provide students with the opportunity to:

- Obtain a wider awareness of the world of work as part of their general education
- Hear from a wide of professionals from a wide range of industries
- To gain a certificate in First Aid training

Both days of Work Experience will be delivered on school site, to ensure the safety of all students. Students will have the opportunity to work with and engage with employers from a range of backgrounds, including TFL, Fashion, Construction on key tasks. Sessions will be delivered via Teams by, a mixture of professionals and staff members.

#### Key information

- **School start -time:** School will start at 8.30 sharp, to accommodate tasks planned
- **Equipment** – Students will require writing equipment for all sessions
- **Dress code** – Students should wear formal business wear for the two days. More guidance on appropriate clothing is provided below.

To provide you with more information about Work Experience, we would like to invite you to a virtual briefing on **Thursday 13<sup>th</sup> May at 4.30pm**, to go through key information about the two days. The meeting link will be emailed to you early next week.

Please be aware that it is a legal obligation for your child to participate Work Experience. Failure to attend will affect your child's attendance record.

Thank you in advance for your co-operation. If you have any questions, please do not hesitate to contact myself: [lpacquette@conisboroughcollege.co.uk](mailto:lpacquette@conisboroughcollege.co.uk) or [no'doherty@conisboroughcollege.co.uk](mailto:no'doherty@conisboroughcollege.co.uk).

Dress Code Suggestions		
<b>Boys</b>	<ul style="list-style-type: none"> <li>- Business suit</li> <li>- Smart trousers/ School trousers</li> <li>- Smart shirt/ School shirt and tie</li> </ul>	<ul style="list-style-type: none"> <li>- Smart shoes/ school shoes</li> </ul> <p>* Under no circumstances should jeans or trainers be worn,</p>
<b>Girls</b>	<ul style="list-style-type: none"> <li>- Business suit</li> <li>- Shirt/ Blouse/ Smart top</li> <li>- Smart trouser/ Dress/ Skirt</li> </ul>	

Yours Faithfully,

Mrs. L Pacquette & N O'Doherty