

28 September 2026

Dear Parent/Carer,

**Year 10 Work Experience: Parent/Carer Launch Event**

This year, as part of the school careers programme, all Year 10 students will be undertaking work experience. Work experience is an excellent opportunity for your child to experience the challenges of the workplace, learn new skills and build self-confidence. This will take place from **Monday 17 to Friday 21 May 2027**.

We invite you and your Year 10 child to a launch event in school on **Wednesday 30 September 2026 at 6pm**. Mrs Ackroyd (Career Leader), Mrs Turner (Assistant Headteacher for Personal Development) and Tracy Gardiner (Education Business Partnership North West) will be leading the event.

Students will be given a few key details in school the day before, but during the launch event we will explain all the information you both need, including the key dates and processes, most of which will be done through a digital portal. You will also be given a Parent/Carer Guide and a Student Guide to Work Experience to help you. At the end of the event, there will be an opportunity for you to ask any questions you have about work experience and speak to the key staff who will be helping your child through the process.

It may seem early to be thinking about work experience, but we expect all students to arrange their own work experience placement. This enables them to pick a placement in an area of work that they might be interested in, and can be beneficial to their future career path. However, please bear in mind that a work experience placement is about experiencing being in the workplace in general; we want students to enjoy the week and find it valuable to the development of their employability skills. Please assist your child in arranging a self-placement if possible.

The deadline for self-placements is before Christmas, therefore it is important that all Year 10 students start looking for placements as soon as possible. We look forward to seeing you at the launch event – we are very excited to be able to offer Year 10 this wonderful opportunity!

Yours faithfully,

Mrs F Ackroyd  
Careers Leader