



Faringdon Community College
Fernham Road, Faringdon, Oxfordshire, SN7 7LB

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FARINGDON
COMMUNITY COLLEGE

September 2024

Dear Parents/Carers

YEAR 10 WORK EXPERIENCE - WEEK OF 14 JULY 2025

We would like to offer your child the opportunity to take part in our work experience programme during the summer term.

The aim of a work experience placement is to give students an insight into the world of work, and to help them develop career ideas and plans for the future. With fewer students experiencing the world of work through part-time jobs, work experience gives students the opportunity to understand the work environment, develop and practice employability skills and prepare for employment or future training, in a safe and supported way. We would expect that, during their placement, a student will spend time on employer's premises and carry out set tasks, as would an employee, with an emphasis on learning about the workplace.

The school will support students to participate in work experience placements during the week of 14th July 2025

The exception to this is those employers who the school has a partnership with, such as Williams F1, Oxford Playhouse and Thames Valley Police, who offer designated weeks for work experience. I will let you know as and when these opportunities arise and your child will be given authorised absence from school if they are offered a place.

Please be aware that if opportunities take place during term time the school has a responsibility to check that the employer's health and safety and insurance meets standards before the placement can go ahead. If the placement takes place in the school holidays, then all responsibility lies with the parent/carer.

Please also be aware that work experience is not compulsory and so lessons and the curriculum will continue as normal. Those students who don't have a placement will be expected to be in school as normal during work experience week.

If your child is studying Child Development then their course requires that their work placement is in an early years setting which could be a playgroup, nursery or an early years unit in a primary school.



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FCC is committed to safeguarding and promoting the welfare of children and individuals.

Headteacher: Jonathan Dennett. Chair of Governors: Paul Ray

Faringdon Learning Trust is a charitable company limited by guarantee, registered in England and Wales.

Company Number: 7977368 **Registered Office:** Faringdon Learning Trust, Fernham Road, Faringdon, Oxfordshire, SN7 7LB



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What do I do when my child has been offered a placement?

Remember that placements in the school holidays are parents/carers responsibility, not the responsibility of FCC. This doesn't mean that we don't want to hear all about it and if you contact me beforehand, I can give you an employer evaluation form which if handed in after the placement means that your child gets a certificate!

If your child is offered an opportunity during work experience week or by one of our partner employers, please contact me on tibelcher@fcc.cambrianlt.org with the name and contact details for the employer. You will then be sent the paperwork for both you and the employer to complete. Because of the need to confirm health and safety and insurance with a prospective employer we require these details by Thursday 22 May 2025 at the latest please. Earlier notification is very much appreciated.

I hope that you will feel that this is a valuable opportunity for your child. If I can be of any help with suggestions of employers to try or if there is anything that you are just not sure about please do get in touch with me.

Yours sincerely

Tina Belcher
Careers Adviser



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