

JST/KEL

March 2022



Dear Parent/Carer

### **Work Experience Programme: 13 to 24 June 2022**

Pupils who have already returned their Student Own Placement (SOP) form will receive further information in the coming weeks about the next steps they need to take, in most cases, this will involve pupils arranging an interview with the employer. This is all part of the work experience process.

Pupils who have applied through the WEX job database will need to be a little bit more patient. We have a number of placements where more pupils have applied than there are places available. In these instances, the only fair way to allocate placements is to literally pull names out of a hat. I understand that some pupil may be disappointed with the outcome of the allocation. **It is essential for pupils understand that they are not guaranteed a placement choice made through the database.**

Although not ideal, I have decided to extend the SOP deadline to those pupils who have not already found their own placement. **The final deadline is Friday 22 April 2022.** This will ensure that pupils have every opportunity to arrange a place of their choosing over the Easter holiday. It is really achievable for pupils to arrange their own placement by utilising contacts they may have and by approaching local businesses. When arranging an SOP, pupils should keep in mind that WEX is about experiencing a work place environment and not necessarily their future career path.

**Pupils wishing to arrange their own placement will need to collect an SOP form from me beforehand.**

Additional information may be emailed to pupils over the Easter holiday, some of which may be time sensitive. Please could you remind pupils to check their email.

**The viability of the Work Experience programme will remain under constant review and we will follow advice around Covid-19 in the weeks to come.**

Yours sincerely

*J Stuart*

Mr J Stuart  
Year 10 Lead and  
Work Experience Co-ordinator

