

# Blessed George Napier Catholic School and Sixth Form

A Youth Sport Trust Lead School for Inclusion

Addison Road, Banbury

Oxfordshire

OX16 9DG

Tel: 01295 264216/Fax: 01295 277952

[www.bgn.oxon.sch.uk](http://www.bgn.oxon.sch.uk)

Compassion

Respect

Truth

Service

Forgiveness



21<sup>st</sup> June 2019

## **Year 10 Work Experience – Summer planning**

Dear Parents/Carers

In year 10 there is an increased emphasis upon preparing pupils for the world of work, personal finance, enterprise and skills. Next year your son/daughter will be participating in one week of work experience between **Monday 23<sup>rd</sup> and Friday 27<sup>th</sup> March 2020** which we hope will be a valuable learning experience and provide an opportunity to explore a particular type of employment or use certain skills.

It is important to consider the quality of the placement and we would suggest that you advise your child to request an environment where they can work with a range of different people in different settings. We do not consider working in a nursery or primary school an effective placement ***unless*** your son or daughter is considering working with children or studying Health and Social Care (which is a course requirement).

There are restrictions on the type of employment that a 14-15 year old can undertake:

- Street trading (though some local authorities do allow children of 14 to be employed by their parents in street trading).
- Scrap metal sales
- Betting shops
- Petrol Stations
- House to house charitable collections
- Work involving exposure to adult material or in situations which are, for this reason, otherwise unsuitable for young people
- A commercial kitchen, including fish and chip shops without a restaurant
- Work in that part of any Butcher's shop or any other premises connected with the killing of livestock, butchery or the preparation of carcasses or meat for sale
- To be involved in the personal care of residents of any residential care home or nursing home

***It is important over the summer to consider:***

- ***What type of job are you interested in***
- ***Where would you like to work***
- ***How would you get to a placement***
- ***Whether the placement will help you in the future***

We have found that many parents are able to find placements for their son/daughters through personal contacts, friends and by telephoning companies. Additionally, if you feel that you or your company would be able to offer a work experience placement to one of our students then please contact Mrs Harris via email: [lharris@bgn.oxon.sch.uk](mailto:lharris@bgn.oxon.sch.uk)

Principal: **Mr Fraser Long, B.Eng (Hons), MA.** [headteacher@bgn.oxon.sch.uk](mailto:headteacher@bgn.oxon.sch.uk)

An academy within The Pope Francis Catholic Multi Academy Company which is a company limited by guarantee and an exempt charity registered in England and Wales with company number 9113542 and registered address Addison Road, Banbury, Oxon, OX16 9DG.

"The school's contribution to pupils' personal, spiritual, moral, social and cultural development is exemplary. Pupils go out of their way to do good things. They act as positive role models for younger children." ***Ofsted, June 2017***

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There is always a lot of competition for more specialised and interesting placements as all of the schools and colleges in this area expect their pupils to find work experience placements, *therefore the summer holidays is an ideal time to try to get something organised and agreed*, before, perhaps, other pupils start looking.

Work Experience forms will be given out to students, to be completed by Parents/Carers and also companies confirming the placement, the completed forms should then be returned to our work experience co-ordinator by Monday 4<sup>th</sup> November 2019. Work Experience forms can also be found on the school website under the careers section and on the VLE. The next stage will be to undertake Health and Safety checks on the organisations.

Clearly, the earlier that decisions and arrangements are made, the more likely it will be that your son/daughter will have an effective and enjoyable placement which they will be happy with.

Thank you for your support in this valuable scheme.

Yours sincerely

Mrs S Lillis  
Year 10 Work Experience Co-ordinator  
Email: [slillis@bgn.oxon.sch.uk](mailto:slillis@bgn.oxon.sch.uk)

Mrs L Harris  
Teacher of Religious Studies and  
CEIAG  
Email: [lharris@bgn.oxon.sch.uk](mailto:lharris@bgn.oxon.sch.uk)

Principal: **Mr Fraser Long, B.Eng (Hons), MA.** [headteacher@bgn.oxon.sch.uk](mailto:headteacher@bgn.oxon.sch.uk)

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