



much
more than
just a school



17 November 2023

Dear Parent/Guardian

Work Experience

Your child should currently be in the process of organising their work experience placement. Work experience can contribute to an individual's development by increasing motivation to study and clarifying the relationship between the curriculum and the outside world. It is another amazing opportunity offered by the school.

Park Community students currently undertake their work experience placements in the summer term of Year 10. Our dates for this year are **24 June 2024 to 5 July 2024.**

Students have been given log ins for the EBP website for them to search for a range of placements online. They can use the link and an example of username and password is below:

<https://ebpsouth.work-experience.co.uk/Default.aspx>

Username: firstnamelastname
Password: Wex123!

Students have been spending time each week looking at the wide selection of placements offered by EBP. Ideally, they would choose up to four placements using this online system that they would be happy to complete.

Students and parents MUST make sure they are able to get to the placements they apply for. You need to do this before you submit the application.

If they do not find anything on the EBP website, they can organise a private placement. To complete this type of placement, students need to collect a private placement form from their tutor and get the employer they wish to work with to complete this fully. It is crucial that the placement has employer liability insurance as if this is missing, they will not be able to complete their placement.

Students cannot choose both types of placement - they can either search on the EBP database or complete a private placement form.

You cannot apply for Online and Own Placements at the same time.



Success for All through Attainment, Resilience and Autonomy

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Once an *employer has accepted or confirmed* a student for a placement, any of the following changes will incur a £40 administration fee payable to EBP, these changes include:

- If you do not accept the placement
- If you wish to change placement

Your signature on a consent form will be required and indicates that you have read the form and approve of your child's placement choices.

Please only choose occupational areas that they are genuinely interested in and can get transport to and from. All applications should be made no later than Friday, 9 February 2024.

Should you require any further information or clarification, please do not hesitate to contact me at k.jervis@pcs.hants.sch.uk

Yours faithfully

Miss K Jervis
Careers Leader