



Great Marlow School

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EXECUTIVE HEADTEACHER

Mr K Ford

HEAD OF SCHOOL

Mr G Pendlebury

3RD May 2024

Dear Parent/Carer

As you may by now be aware, all students in Year 12 at Great Marlow School will complete a compulsory week of work experience, from Monday 1st July to Friday 5th July 2024. No lessons will be taking place in school during this week, for Year 12 only.

We believe strongly in this opportunity, as it is vital that students are able to develop their employability skills at an age where they are so close to entering the highly competitive labour market.

An assembly was delivered to all Year 12 students shortly before February half-term, providing essential details and advice. We have requested that students source placements themselves, as they would a part-time job. However, we have asked students to source opportunities which are different to their current, paid part-time job, should they have one.

With the support of yourselves and staff at the school, many students have already sourced a wide range of exciting placements, taking into consideration their desired career path, where possible. We have encouraged students who are uncertain about their future career choice to consider the options around them; often a week in any working environment can support them in beginning to decide what job is for them, or indeed is not for them!

We would like to thank you for the support you have provided so far, including the provision of placements in many of your own working environments. Should this be a placement you are willing to offer to any GMS students in future, or indeed this year to other students, please do let me know. Additionally, I have encouraged students to share details of potential placements they are aware of, should it support their peers in this process. For those students who still require support with their placements, this continues to be available during morning registration with Year 12 tutors. I am also available each day should your son or daughter wish to seek support or ask any final questions. I have also encouraged students to visit <https://www.speakersforschools.org/> or <https://www.unifrog.org/> (all students have login details), though these will more likely be virtual opportunities. A physical placement coupled with a 1 or 2-day online experience is acceptable, and we welcome this hybrid approach if it suits students and organisations.

All students have been given access to an MS Form link via Teams, where they should fill in all of their placement details. Thank you to those students who have already done this. Should you wish to know if your son/daughter has submitted their form, please do ask them or email me. I will be in contact with parents during w/c 3rd June should students not have returned their form.

For your information, a member of staff from Great Marlow School may contact each student and/or supervisor during the placement week to gain some insight into the progress of the placement, focusing, in particular, on attendance & punctuality, attitude and the nature of the role.

I have asked all students to complete their placement details by Friday 24th May, and would greatly appreciate your support in ensuring they meet this deadline. Thank you in advance.

Should you have any questions, please do not hesitate to contact me.

Yours faithfully

Miss A Jones
Deputy Head of 6th Form