WORK EXPERIENCE

AT SOUTHMOOR ACADEMY

Year 12 Work Experience 2022

Launch

Why do Work Experience?

- Gain insight into a career
- Gives a purpose to your education showing the link between how education prepares you for the world of work
- It can help you find a job
- It can help with your application to Higher Education, future study and employment
- You gain valuable skills for your development
- Adds value to your CV
- To gain a positive reference from an employer
- Building up contacts

To get the most benefit

- For maximum benefit try to find a work placement based on:
  - A possible career route
  - An area of interest
  - Support a subject or qualification

Take work experience seriously

- All work experience is valuable, no matter in what field it is. Evidence of:
  - Positive attitude to work, being polite
  - **Flexibility and enthusiasm**
  - Initiative – ability to think for yourself in the workplace
  - **Reliability – turning up on time**
  - Communication skills – confident to talk to people, willing to ask for help and a good listener
  - **Team worker – gets on well with others**
  - Literacy, Numeracy & computer skills

When is work experience in Year 12?

- **Work experience will take place:**

Monday 11 July to Friday 15 July 2022

Work experience – next steps

- You must return the parental consent form to Amy by **Friday 29 April 2022**.
- You can researching potential work placements:
  - Speak to your family – do they have any contacts?
  - Ask your teachers – do they have any contacts?
  - Visit some potential employers and ask if they accept students for work placements.

Work experience – the process

- When you have found a work placement, complete the **work experience placement form**. It is important that they are handed in **as soon as possible** so Health & Safety checks can be completed before you can start your placement.
- **Risk Assessment form** should also be completed by the employer.
- All returned to Amy.
- Final deadline is **Friday 24 June 2022.**

How to Look for a Work Experience

- Write to local employers – this could be an email or company website
- Call in direct and ask to speak to the manager
- Telephone and ask to speak to the manager
- Speak to your family – do they have contacts at their own place of work?
- Ask your teachers – do they have any contacts?
- **START APPLYING NOW**

Where could you do your work experience?

- **In the past, students have completed their work experience in the following places:**

- Retail stores
- Doctors surgeries
- Veterinary surgeries
- Hairdressing salons
- Gyms/Leisure centres
- Garages/Repair workshops
- Schools/Nurseries
- Hotels/Tourist places
- Restaurants & Cafes
- Solicitors/Legal firms
- General offices
- Council offices
- Banks & Building Societies

Where could you do your work experience?

- **These are some of the places where students in year 10 have completed their placements:**

- Software City
- Hudson Road Primary School
- St Benet's Primary School
- Martin Nugent Elite Performance
- AC Events
- Millfield Community Nursery
- Sunderland City Council
- Costa Coffee
- Barnes Junior School
- Royal Mail Delivery office
- Sunderland Mind
- Rosebud Ceramics
- Grangetown Primary
- Infinity Hair & Beauty
- Hillview Infants & Juniors
- SJL Brickwork
- Pets at Home
- Gentoo Group
- BT/EE
- Medichem Pharmacy
- Sunderland Climbing Wall

Who to speak to?

- **Mrs Robinson, Careers Advisor – based in the Careers Hub**
- **Mr Wareham as Assistant Headteacher & Careers Leader overseeing Careers Education in school**
- **Form Tutors**
- **Sixth Form Pastoral Leaders**