

Year 10 Work Experience Week 2027 – Parent/Carer FAQs

1. What is Work Experience Week?

Work Experience Week gives Year 10 students the chance to spend five days in a real workplace from Monday 12 to Friday 16 July 2027. It helps them build confidence, develop employability skills, and gain insight into working life.

2. Does the placement need to match my child's career goals?

No. Any placement is valuable. Employers look for transferable skills like communication, teamwork, motivation, and initiative – all of which can be developed in a wide range of settings.

3. Who arranges the placement?

Students are expected to find their own placement. This helps them build independence and skills like research, organisation, and resilience. They can use family or community contacts or reach out to employers directly. Placements must be within the approved geographical area shown on the school's placement map.

4. What support is available?

We work with NYBEP, a regional business-education partnership. They provide access to the Connect portal for managing placements and carry out health and safety checks and risk assessments. Students will receive an email invitation to join the Connect portal.

Parents/carers should support them in accessing and completing adding all of the required details about their placement, including any medical information.

Students also have access to their Big Picture Showbie folder which includes resources and activities to help them decide on which sector they would like to investigate further for their work experience placement.

Students can also drop in to the Careers Hub during breaktime or lunchtime to talk to one of our Careers Advisers. The Careers Hub is located in the Hub.

On Thursday 19 November, we are holding our annual Careers Fair, parents/carers and students are warmly invited to attend this event. Local businesses will have stands if students would like to use this opportunity to talk about possible work experience opportunities.

5. What do I need to do as a parent/carers?

By Friday 23 October 2026:

- Make the voluntary payment of £22 via Arbor within the Trips section

By Friday 20 November 2026:

- Provide consent via Arbor for your child to complete their work placement. More details will be emailed to you once payment is made.

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By Friday 19 March 2027:

- Ensure your child has entered their placement details into the NYBEP Connect portal
- Confirm and consent to the placement via the email link you'll receive

Please note that the students will only be permitted to attend work experience placements during the allocated week (Monday 12 July to Friday 16 July 2027). All work experience placements must be approved through the NYBEP health and safety and risk assessment process. The deadlines above ensure that these checks can take place ahead of the work experience week. If placement details are not added to the Connect portal by Friday 19 March 2027, students are expected to attend school as normal during this dedicated week.

6. What happens after the placement is confirmed?

- NYBEP will begin health and safety checks.
- Preparation sessions will take place in school ahead of the placements
- Students are encouraged to use resources like Skills Builder via ConnectEd to help identify areas they would like to focus on during the placement.
- Students should contact their employer before the start date to confirm arrangements.
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7. What happens during the placement?

The school and employer will check in to ensure everything is going well. If your child is ill, they must inform both the employer and the school each day. Employers will confirm attendance and may provide feedback at the end. Students will also have journal to complete during the placement and receive a certificate as evidence of their participation in Year 10 Work Experience Week 2027.

8. Where can I find more resources and support?

Students: Showbie Big Picture folder

Parents/Carers: NYBEP Padlet link

Link: <https://padlet.com/NYBEP/nybep-work-experience-resource-74s0nIncsc4v7ut8>

Password: KCz23!72

9. What are the key dates?

Friday 23 October 2026 – Make payment via Arbor.

Friday 20 November 2026 – Provide consent via Arbor (further information to be sent post payment)

November 2026 – Mar 2027 - Students find and confirm placements.

Friday 19 March 2027 - Deadline to enter placement details into ConnectEd.

Monday 12 to Friday 16 July 2027 - Work Experience Week takes place.

10. Who can I contact if I have questions?

Please contact the school careers team directly if you have any queries or concerns on hinkinsj@hgs.rklf.co.uk