



16th October 2023

Dear Parents/Carers,

I am writing to confirm that Ansford Academy is pleased to be able to offer your son/daughter the opportunity to participate in work experience in the summer term 2024.

Provision has been agreed for it to take place for one week from **Monday 8th July 2024 to Friday 12th July 2024.**

Students are required to find, apply for and secure their own work placement and bring details in to the school's work experience co-ordinator, Wendy Watson, **from now until Friday 29th March 2024.** This allows the school sufficient time to process the details, and satisfactory health and safety checks to be carried out so Ansford can authorise students' attendance at placement during work experience week.

The school will support students to find work placements by giving access to the Link2 database of employers they can apply to. Guidance will also be given through school assembly, PSHCE lessons and tutor groups. I would encourage you to support them not only with their search using Link2 but also help them to consider other appropriate placement opportunities. Please see also the advisory sheet to support you with this*.

***Please note if your son/daughter wishes to apply for placements outside of Somerset then these will need to be discussed on an individual basis with Ms Watson.**

Wendy Watson, Independent Careers Adviser for Ansford Academy, is co-ordinating work experience. She is in school on Mondays and Wednesdays and is happy to be contacted with any queries wendy.watson@ansford.net

With all best wishes,

Jane Mallord

Head of Year 10

Ansford Academy Trust