THORNHILL COMMUNITY ACADEMY
A SHARE Academy

November 2026

Dear Parents/Carers,

Year 10 Work Experience Programme

Further to the success of last year's programme, we are pleased to confirm the dates for our forthcoming work experience programme as **Monday 5th to Friday 9th July, 2027** for our Year 10 cohort. Work experience provides an excellent opportunity for students to gain an insight into the working world, develop important employability skills and boost their confidence. It is not always important that the placement exactly mirrors the students career aspirations; employers often refer to the value of transferable skills like communication, the ability to work in a team, motivation and using your initiative, which work experience, in any setting, will give them. We ask you for your support through this process to ensure that all students have the best possible experience.

As an Academy, we partner with NYBEP (a Business and Education Partnership covering Yorkshire, Humber and the North East) to help us deliver work experience. NYBEP will complete the Young Person's Risk Assessment prior to the students starting their placement. NYBEP will be coming to the Academy on Monday 10th November to complete a full-launch presentation with students and answer any questions that students may have.

However, prior to the official NYBEP launch of work experience, I was keen to send this letter to give you and your child an opportunity to begin looking for a work experience placement. Please see below attached guidance on placements:

- Placements should last the full duration of Monday 5th to Friday 9th July
- Placements should be at least 35 hours over the course of the week (during sociable hours, no student should be working past 6pm at night or before 7am on a morning)
- Potential placement settings must have all necessary liability insurance to safely host the student (this can be purchased cheaply online for the duration of the week)
- Students can work with family, if the above liability insurance is in place

As a school, we will endeavour to ensure that every student is supported in gaining a work experience placement. **However, I must stress, any student who does not gain a work experience placement will be in school completing additional work in core subjects. It is therefore in the student's best interest that they find a work experience placement in a sector they are interested in. Students must have a varied work experience placement by Friday 12th March 2027** (further information on inputting the work experience placement and having it verified will follow with the NYBEP launch).

Finally, thank you for your support in preparing your child for work experience. It is an excellent opportunity to shape their perception of the world of work and hopefully inspire their future career pathways.

If you have any queries about the scheme, please do not hesitate to contact me directly.

Yours sincerely,

Miss Walker
Personal Development Lead/Teacher of English

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