

QUEEN ELIZABETH'S GRAMMAR SCHOOL

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June 2018

Dear Parent/ Carer

Year 10 WOW Weeks

I am writing to inform you of our upcoming World of Work weeks that Year 10 students will be following during the last two weeks of the summer term. Arrangements are as follows:

WOW WEEKS	Mon 9 th – Fri 13 th July 2018	Mon 16 th – Fri 20 th July 2018
All of Year 10	Employability Skills Programme	Work Experience

IN SCHOOL ACTIVITY INFORMATION

As part of this programme, students will spend time visiting a Further Education establishment and two-and-a-half days in school. Students will be given advice on CVs, covering letters and completing job application forms. They will be given advice on apprenticeships and will hear about university life from former QEGS students. There will also be a range of occupational talks given by representatives from industry and local business. Students will attend three talks based on their areas of interest. Finally, students will practise their interview skills in a mock interview with one of the representatives.

UNIVERSITIES & FURTHER EDUCATION COLLEGE VISITS INFORMATION

The purpose of the visits is to enable students to see a university and/ or college, providing them with information about different further education opportunities. Students will be visiting Derby University during the Employability week. Students will experience taster days at the QEGS Sixth Form and have the opportunity to visit Derby College. During each visit students will be given talks on entrance requirements, the range of courses on offer and a tour of the campus. There will also be an opportunity to visit different departments, speak to undergraduate students and experience taster sessions. These visits will give students an insight into courses available, university life and entry requirements and will enable students to make informed decisions about their post-16 options.

Due to the cost of transport, a voluntary contribution of **£20** paid via **ParentPay*** by Friday 22nd June 2018 will be required. This will cover the cost of all visits. The law currently does not allow us to make a charge for this category of trip, although we may ask for a voluntary contribution. No student may be excluded from the excursion because of inability to pay. However, unless the voluntary contributions cover the cost of the excursions, the visit may not take place.

Students will need to bring a packed lunch and will be required to wear school uniform. The visits will take place during the school day and students will return in time to catch buses home. These activities & visits will raise students' awareness of the variety of Post-16 pathways available to them and will enable them to make an informed choice in Year 11.

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PROGRAMME OF EVENTS:

Date	Event	Location	Additional information
Monday 9 th July	Visit to University of Derby	Derby and Buxton Campus Meet on the bus bay at 8.50am / return to school in time for the school buses at 3.55pm	School uniform Students will need a packed lunch
Tuesday 10 th July	Young Enterprise workshop	Main Hall all day	School uniform
Wednesday 11 th July	Employer talks followed by Young Enterprise Workshop: Enterprise challenge	Employer talks at the Sixth Form at 8.50am Enterprise challenge in the main hall	School uniform
Thursday 12 th July	Visit to Derby College	The Roundhouse, Derby College	School uniform Students will need a packed lunch
Friday 13 th July	Sixth Form Taster Day	Meet at the Sixth Form	School uniform Students will be issued with an individual timetable of their preferred subjects prior to the taster day

YEAR 10 WORK EXPERIENCE

The work experience programme will last for five working days on the week commencing Monday 16th July 2018. Year 10 students are required to undertake work experience as part of their school curriculum. We believe that the opportunity to complete a work experience placement provides students with an important insight into the world of work, as well as broadening their horizons and developing key employability skills essential for the current job market.

Students have had several workshops/assemblies in regards to work experience; your child was asked to research an area of interest to them using the 'StartProfile' website and then link it to a career or business. Students were then asked to contact employers to organise their own work experience placements; this was done by emailing, making a phone call or visiting the employer directly or through family and friends. Please, ensure that your child's work experience placement is in a safe and accessible location.

Students are encouraged to organise their own work experience with an independent employer/organisation however, students were invited to drop-in sessions, at break-time in room 407 from Wednesday 3rd January to Friday 25th May to support students applying for work experience.

The **Year 10 Agricultural diploma (DART) students** have the opportunity to complete their 5 days of work experience at their current placement in order to further support their qualification. This is optional and students are able to organise an alternative work experience placement, if they would prefer.

I hope that your child will take full advantage of this opportunity so they can use this experience to make decisions about their future. If you have any questions please do not hesitate to contact me.

Yours faithfully

Mrs G Bains

**Work Related Learning and Careers
Progress Leader for Year 8**

**by clicking the "consent" button on ParentPay to confirm the payment detailed above, you are also confirming that the emergency contact and medical details we have on our system are correct for your child. Please inform me as a matter of urgency should there be any changes to the details we hold.*