

# QUEEN ELIZABETH'S GRAMMAR SCHOOL

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Headteacher: Mr S Garrity Chair of Governors: Mr C Smith



19<sup>th</sup> January 2022

Dear Parent/Carer

## Year 10 Work Experience

This year we have signed up to a virtual work experience package and plan to run this alongside on-site work experience.

**Friday 28<sup>th</sup> January** – Year 10 will be **working remotely** on virtual work experience, further details can be found below. If you would like your child to access this from school please let Miss Whieldon know [whieldon@queenelizabeths.derbyshire.sch.uk](mailto:whieldon@queenelizabeths.derbyshire.sch.uk)

**Monday 18<sup>th</sup> July – Friday 22<sup>nd</sup> July** – We are planning to run actual on-site work experience for these dates.

## Virtual Work Experience Friday 28<sup>th</sup> January

I am excited to be writing to you to give you further information about the Springpod virtual work experience package for Year 10 students. Students will be working remotely on Friday 28<sup>th</sup> January.

In a nutshell students will gain access to our School Hub and be able to investigate:

- Sector Insight Experiences – Students can choose their industries of interest and then read and watch videos about this industry. To receive the certificate to demonstrate their understanding they need to complete a task and answer questions based on what they have learnt.
- Employability modules – In a similar format students can read and watch videos about key employability skills learning why they are important and how to gain them. Students will gain a certificate for completion of a quiz at the end of each module.

**In the time given students will be able to complete at least one Sector Insight and one Employability module.**

Attached to this letter are further details of which sectors and employability skills are included in the package.

 [Employability Sector Insights Summary.pdf](#)

## How to Login

- Watch this [video](#) to set up a login
- Watch this [video](#) to access our school hub
- The School access code is – **9GPv9O9d**

## Help Available

There is a chat option for help on the website which should help with most problems but if your child is still experiencing problems they can contact me on [morgan@qegs.email](mailto:morgan@qegs.email).

## On-Site Work Experience Monday 18<sup>th</sup> – Friday 22<sup>nd</sup> July

Students have already been spoken to during form time about the requirement to approach businesses to arrange their own work experience. They have learnt how to write an introductory email and have been asked to produce a CV. Once a work placement has been found please can you complete the details on the attached Risk Assessment Form. We need this back by 8<sup>th</sup> April 2022 to enable Derbyshire County Council to risk assess the placement. If we receive the form after this date we can not guarantee your child will be able to attend.

Should your child need assistance and advice on finding a work placement they can come to room 325 to speak to Miss Whieldon on Tuesdays.

If you have any queries please do not hesitate to contact me.

Yours faithfully

Ms K Morgan  
**Assistant Headteacher**