

**Year 10 Work Experience**  
**9<sup>th</sup> – 13<sup>th</sup> May 2022**

Dear Parents/Carers & Students,

<https://aspire.eastsussex-brighton.org.uk/wexpupilchoiceslogin.aspx?aspirenetview=student>

As you are aware, during the week commencing 9<sup>th</sup> – 13<sup>th</sup> May 2022, all year 10 students will complete a week's work experience.

Work experience is an important part of the curriculum and supports young people to make career decisions, develop work-related skills and support a successful transition into further education, higher education, apprenticeships and the workplace.

Although students have already entered their details and choices for work experience on the Aspire database, and are currently waiting to hear if these placements have been confirmed, it has come to our attention that a number of companies are unable to accept students this year due to the uncertainty of the pandemic.

To try and combat this, and to ensure that students can enjoy a successful week at work, we are asking if you are able to assist by encouraging your son/daughter to try and find their own work placement over the February half term. This will also help develop their resourcefulness, confidence and initiative as well as helping to secure a personally rewarding placement of their choice. The placement could be with parents, carers or other relatives, family friend connections, or simply by approaching an employer in a sector that they are interested in directly.

If a student has found a placement, please ask them to log in to the Aspire database and complete the details of the placement. The web address is at the top of the letter and a Student User Manual is attached advising how to do this for own placement finds (page 8-9). Student User IDs and passwords for the Aspire website were sent via Edulink on 13th/14th October 2021 however if you are unable to locate these details please email Sarah Rooney, Careers Adviser, on [srooney@willingdonschool.org.uk](mailto:srooney@willingdonschool.org.uk) and she can resend these to you.

**The deadline for submitting own placement requests is Friday 25<sup>th</sup> February.** This is to allow the East Sussex County Council Work Experience Team sufficient time to visit the placement, to undertake a pre-placement visit to check health and safety arrangements of the workplace and to ensure the safety and wellbeing of our students.

If you experience any problems with the login to the Aspire database, or have any further questions, please contact Sarah Rooney on the abovementioned email address.

Kind regards,

**Alison Borrell**  
**Careers Lead**

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