

Dear Parents,

Re: Work Experience Y12

I wrote to you recently regarding work experience and hope that you have been able to digest all the information about our arrangements. All information is also available on our school website.

As well as encouraging your son / daughter to seek work experience, I would also ask you to consider the following:

How can you help?

Through your personal contacts, do you know of any company / organisation which could be approached by our students for a work experience placement? If you do, please do contact me in the sixth form office (telephone 01438 222500 or email j.johnson@barnwell.herts.sch.uk). Placements do not have to be in the immediate vicinity of the school - indeed, many students have to commute, some even arranging to live away for the week.

If you are offering a placement, your company must be covered by employers' liability insurance to at least the minimum levels required by legislation and public liability to a level commensurate with the employers' business activities.

Thank you, in advance, for your continuing support.

Yours sincerely,

Jackie Johnson