



Dear Parent/Carer,

**Work Experience- Monday 3<sup>rd</sup> - Friday 7<sup>th</sup> July 2023**

At NUSA we are passionate about giving the best experiences to your child at NUSA. We are delighted to confirm that your child has secured a work experience placement for next week. We would encourage them to contact their placement ahead of next week to check the final arrangements.

Please ensure that your child has informed the employers of any medical and/or SEN needs they have, if they require medication throughout the day this should be taken with them to their work place.

Venues have been approved by an independent company, Safety Measures. We are encouraging your child to wear formal attire (unless stated otherwise) and be as proactive as possible during their time at 'work'. They must follow the instructions given to them whilst at their placement and try and gain as many skills and as much knowledge as possible throughout the week.

If, for some reason, your child is unable to attend their work placement on a given day, please ensure the workplace is called ahead of their start time and that you contact the attendance team at NUSA at the start of the day.

They have a work experience booklet to complete while on placement, please read the information and sign the end of the booklet, so your child can get the booklet signed off when they're back at school.

Should you have any further questions, please do not hesitate to contact me via email at [lhemm@nusa.org.uk](mailto:lhemm@nusa.org.uk)

Thank you in advance for your support.

Yours sincerely,

Miss Hemm

Head of Year 10