

Year 12 subject teaching ends on the 13th July 2018. The last week of term (16th-20th July) has been made available for you do some extended independent learning as you prepare for your life after Sixth Form, for example as preparation for University, Apprenticeships etc.

In the past students have highly valued this week as an opportunity to either arrange their own work experience, attend a summer school or research programme (e.g. a Nuffield Research Placement), complete National Citizen Service or take part in World Challenge. If you are unable to arrange a suitable extended independent learning activity, you will be required to attend school during the last week of term and assist staff with Enrichment Week activities. We must emphasise that this remains a week of the school term and is not part of the summer holidays.

Sometimes the most suitable and appropriate placement for your week's work experience, summer school etc. is during the Summer Holiday period. If this is the case we will allow you to take the week of the 16th – 20th July in lieu as holiday, providing you are able to supply evidence of the arranged placement or activity beforehand.

We ask all students who are completing work experience during this week to arrange with the employer to complete the attached work experience form, outlining the type of environment you will be working in and detailing the employer's insurance arrangements. You should also obtain a brief report from your workplace on your performance at the end of the week, this will be important for your Tutors to refer to when writing your reference, for university or employment.

Please complete and return the following confirmation slip and the work experience form, where applicable, by Tuesday 1st May, to Mrs James.

Name:

Please tick as appropriate (you may, of course, choose to take part in more than one extended independent learning activity!)

- I have arranged **work experience** at (and returned the completed work experience form):

I will complete work experience during the week commencing _____

- I will be completing **National Citizen Service**.
 I have arranged to attend the following **summer school / research placement**:

I will attend this programme during the week commencing _____

- I am taking part in **World Challenge**.
 I will attend school from the 16th – 20th July and assist staff with **Enrichment Week**.

Signed by Student:

Date:

I confirm that I agree to my daughter/son undertaking the activity/activities ticked above.

Signed by Parent/Carer:

Date: