

Shirebrook Academy

Principal: Lindsey Burgin BA (Hons) PGCE, MA
Chair of Governors: Mike McDermott
Executive Principal: Rebecca Hibberd BEd (Hons), MA
CEO: Rebecca Scutt BSc (Hons) PGCE



Vice Principals
Lindsay Ward BA (Hons) PGCE
Damian O'Reilly BA (Hons) NPQSL

Common Lane
Shirebrook
Nottinghamshire
NG20 8QF

TEL: 01623 747722

enquiries@shirebrookacademy.org
www.shirebrookacademy.org



Ref: KBR/BCH/wk-exp

Oct 2023

Dear Parents and Carers

Year 10 Work experience – Monday 15th July – Friday 19th July 2024

Work experience is a key part of our Careers Education programme here at Shirebrook Academy. All students will spend a week on placement at the end of Year 10, this is a fantastic opportunity to try a career idea or develop skills and confidence for future progression. We have always expected students to take responsibility for finding placements but we can also offer support in school. We understand several students have already sourced their placements which is great to see, however, we need to encourage those who have not yet found a suitable employer, to be actively seeking a placement.

Giving up a week of lessons reflects how important we see the careers provision and it has the potential to be an incredibly informative and beneficial experience. To ensure that our students get the most out of the experience, we need to make sure that meaningful placements have been sourced within enough time for us and our partners at Safety Measures to carry out the necessary checks, to ensure a safe working environment and suitable placement for your child.

Students will be acting as ambassadors for the academy and will represent both us and you. Please ensure that you discuss the importance of excellent behaviour during the duration of the placement as, in some cases, it has taken us years to build up these working relationships.

Please ensure that your child(ren) make contact with their placement to ensure that they are fully aware of the working hours, any expected uniforms, health and safety requirements, lunchtime provisions and that you have also considered transport to the placement.

We are working tirelessly to try and ensure that every student has a placement, however, this may not be possible for a small number of students, notably those who are late to secure a placement.

Thank you again for your continued support and for taking the time to discuss the issues raised in this letter with your child. If you would like to discuss any aspect of Work Experience, then please do not hesitate to contact either myself or my colleague, Beth Chambers, at the Academy.

Yours faithfully

Kelly Brown
Personal Development & Careers Coordinator



All adults in school have a responsibility to safeguard and promote the welfare of children.