



Tibshelf Community School
Doe Hill Lane
Tibshelf
Alfreton
DE55 5LZ

January 2024

Dear Parent/Carer,

RE: Work experience Monday 15th July - Friday 19th July 2024

As a school, we are committed to making work experience a great educational value to our young people. We feel the experience not only contributes to their preparation for adult and working life, but also as a means to motivating them to sustain their efforts with their school work.

The major principle of the scheme is to give each student an insight into the 'world of work' with particular emphasis on the working environment and involves a one-week work placement commencing 15th July 2024.

Your child will need to find their own placement by Friday 17th May 2024. This includes sharing a proof of placement and employer details with school using the google form link which will be emailed to students and parents. The sooner your child completes this process the better, so our school and work experience database provider 'Safety Measures' can carry out any necessary health and safety checks.

Students will be supported in school to find a suitable placement. A database of approved employers can be found at <http://safetymeasures.work-experience.co.uk>. Login details are the same for every student and will be emailed to student email addresses.

Login: tibshelfstudent

Password: Tibshelf2324# (note this must be a capital T)

Further support material and guidance around work experience can be found on our school website and will be shared with students during their tutor time sessions.

All placements must be health and safety checked and are required to have appropriate insurance cover. In respect of this, parent/carers are now required to sign for their son/daughter's participation in the work experience process and sign the placement's job description and risk assessment. Students will not be allowed to attend any placement without full completion of all parts of the process.

If you have any queries/questions or if there are any problems/situations we should be aware of please do not hesitate to contact myself or contact the school admin team on the above telephone number or email workexperience@tibshelf.derbyshire.sch.uk

Yours sincerely

Miss Thorpe

Deputy Director of Personal Development

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