



3<sup>rd</sup> December 2025

**RE: A reminder for your child's work experience**

**Work experience Monday 20<sup>th</sup> – Thursday 23<sup>rd</sup> July 2026.**

Dear Parents / Carers,

A reminder your child will be completing a work experience placement during the last week of the school year. The deadline to completely finalise a placement is Friday 27<sup>th</sup> March 2026.

This includes sharing a proof of placement and employer details with school using the Tibshelf work experience form link which is below. 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.

**The online Safety Measures website log in details are below.**

Website: <https://dbase.smwex.co.uk>

Login Details:

Username: Tibshelfstudent (Note the 'T' must be in capital letters)

Password: Studenttibshelf (Note the 'S' must be capital letters)

If your child has secured a placement, please fill out this form: [Work Experience July 2026 - Placement Information – Fill in form](#)

Further support material and guidance around work experience has been shared with your child during assembly and is also available on our school website.

All placements must be health and safety checked and are required to have appropriate insurance cover. Students will not be allowed to attend any placement without full completion of all parts of the process.

If your child does not sort a placement by the deadline, unfortunately school will then allocate them a placement with an employer.

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 Miss Dicken on the school telephone number or email [info@tibshelf.derbyshire.sch.uk](mailto:info@tibshelf.derbyshire.sch.uk)

Yours faithfully,

**Mrs Tomlinson.**

**Deputy Director of Personal Development.**

Headteacher: Lucie Wainwright

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