

# Work Experience Timeline

<p><b>November 2019</b></p>	<p>Work experience presentation to parents/carers.</p> <p>Year 10 Assembly - Work Experience explanation pack sent out, with all forms included.</p> <p>Start to consider where you would like to go. Start to make enquiries.</p>
<p><b>December 2019</b></p>	<p>Self-Placements begin.</p>
<p><b>January 2020</b></p>	<p>Self-Placement letter redistributed early on in the term.</p> <p>Health &amp; Safety checks and visits start to be completed</p>
<p><b>March 2020</b></p>	<p>All choices made and forms returned.</p> <p><u>Before the Spring Break</u></p>
<p><b>April 2020</b></p>	<p>Health &amp; Safety checks continue.</p> <p>Understanding the World of Work event</p>
<p><b>May 2020</b></p>	<p>Health &amp; Safety checks continue.</p> <p>Confirmations of placement start to be issued in with PR lessons where possible.</p>
<p><b>June 2020</b></p>	<p>Confirmations of placement issued and letters of introduction to employers from students are sent. Two weeks final preparation.</p> <p>Work Experience 22<sup>nd</sup> – 26<sup>th</sup> June 2020</p>