



Founded 1125

Mr Alun Lloyd
Head of Sixth Form

04 February 2022

Dear Parent/Carer,

YEAR 12 WORK PLACEMENTS

All 16-19 education providers are obliged to provide work related learning either through individual careers appointments, careers conferences or opportunities for work placements. Experience suggests that students who find work placements benefit greatly, learning how to connect their academic experiences with skills required at work, developing useful employment connections and forming connections between their academic learning and the skills required in the workplace.

All Y12 students at Reading School will be off timetable for **Belonging Week** commencing **6th June 2022**, for one week.

Students are encouraged to source individual placements for work experience through personal connections i.e. family and friends to ensure that they can benefit from direct, motivating and exciting introduction to the world of work. Students have been provided with a deadline to arrange work placements by the end of March, to allow enough time to facilitate the sourcing of placements for the small number of students who have not managed to secure a meaningful work placement for that week. The date for this deadline is **Thursday 31 March 2022**.

During the week of June 6th, Year 12 boarders are welcome to travel to work placements from their own homes or from the boarding houses and they should discuss their specific plans with Mr Lloyd or Mr Sanchez.

If you have any queries regarding work experience at Reading School, please do not hesitate to contact Ms Desai at careers@reading-school.co.uk with the subject heading "Year 12 work placement".

Yours faithfully,

Mr Alun Lloyd
Head of Sixth Form

READING SCHOOL, Erleigh Road, Reading RG1 5LW

T: 0118 9015600 F: 0118 9352755 E: gcavagan@reading-school.co.uk W: www.reading-school.co.uk

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Further Information & Resources

For further guidance and useful tips regarding Work Experience students can visit [Work Experience | Student Ladder](#)

Department for Education guidance suggests that the Benefits of Work Experience include:

- Skills Development. Work experience is primarily about developing skills, particularly employability skills.
- Helps to secure a graduate job. Employers state time and again that the more experience you get the more chance you have of landing the graduate job you want.
- Helps with planning your career. Gaining some work experience can help you make informed choices about your future career path.
- Gives a better understanding of the working environment. It's important to know and understand what your working environment is going to be like as you will spend at least a third of your day at work!
- Helps make future contacts. Gaining work experience is a great opportunity to make contacts whether for future jobs or for future clients.
- Develops Business acumen and commercial awareness. Employers often comment that having an understanding and experience in this area will put you head and shoulders above the competition. Work experience is one of main ways this can be gained.
- Putting theory into practice. Depending on your degree, your work experience may be directly relevant to your course, this will help you see how the theory you have learnt works in practice. It will also give you renewed confidence when you return to your studies and can help put theory into context.

A broad range of advice and guidance is available throughout the year via our Careers Advisor, Clare Desai, who is a fully qualified, experienced careers adviser who holds the QCF Level 6 Qualification in Careers Guidance. Clare is in school to conduct one to one interviews with students to discuss and advise on future plans every Tuesday and Thursday. This can be about A level choices, sixth form options, university or further options. Appointments with Clare can be booked via clicking on [Simply Book Careers Appointment](#).

We encourage students and parents to visit the National Careers Service which is a government funded website giving careers advice for 13-19 year olds at [National Careers Service](#).

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