



13th September 2024

DURRINGTON HIGH SCHOOL

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Dear Y10 Parents and Carers,

Y10 students have had an assembly where we have launched our 2025 out-of-school work experience programme. Work experiences (now commonly known as work placements) are a valuable way for young people to learn about themselves, develop skills and explore ideas. The enclosed pack has all the information you need to understand what it is, how it works and how to support your child in finding a placement. With a willing employer and a safe risk assessment there are fewer limits now than in the past.

The dates your child can be out in the working community are **3rd to 6th February 2025**. We hope to run an in-school reflection/careers day on the Friday which we will release details of nearer the time. If your child does not secure a placement they will be expected to attend school and follow their timetable.

Like most schools who offer this opportunity in Sussex, ours is a self-placement programme. This means your child has to explore ideas and secure an offer with an employer. Some students do this themselves but we know family support is vital and we ask that you help your child with the process, using your contacts and experience where you can. Family, friends and professional contacts are often the best place to start. To look back at our 2024 programme, including some quotes from students see page 28 of [our March 24 newsletter](#).

The deadline for places to be found and for completed forms to come back to school is Monday 4th November.

Work Experience Cost

We use a company called EBP to oversee the programme. Your child has access to a database of local employers who have hosted past students which they can use to explore ideas. EBP review each placement, liaise with employers, check risk assessments and verify liability insurance keeping a log in each case. All these combine to ensure that the placement is safe and secure for your child. Your child will also receive a logbook to track their progress and will be presented with a certificate at the end of the programme.

This fee is payable on Arbor only at the point an employer has offered your child a place and you have submitted the completed form back to the school. The fee this year is £25.

We do not want this cost to be a barrier to your child taking part. If this is the case, please get in touch with careers@durring.com and we will explore how we can support you. Please contact the careers team at the same address if you have any other queries.

Yours sincerely

Toby Henry
DHS Careers Leader

Pride

Perseverance

Aspiration

Kindness

Kindness

Aspiration

Perseverance

Pride