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College Principal: Mr Adam Hogan

25th February 2019

YEAR 10 WORK EXPERIENCE

Dear Parent/Guardian,

In Year 10, students will undertake a work experience program as part of their Humanities class. It is an expectation that all Year 10 students participate in this 5-day program. Whether your child undertakes work experience in Semester 1 or 2 is dependent on their Humanities class, which are listed below.

Semester 1 – 10HUM4, 10HUMC5, & 10HUM6 – Monday 13th May – Friday 17th May 2019

Semester 2 – 10HUM1, 10HUM2, 10HUMD5 – Monday 21st October – Friday 25th October 2019

Work experience is a one-week placement where students will be placed with employers to provide insights into the industry and the workplace in which they are located. It provides students with a valuable opportunity to develop employability skills, explore possible career options, understand employer expectations and increase their self-understanding, maturity, independence and self-confidence.

Students are placed with employers primarily to observe and learn – not to undertake activities which require extensive training or expertise.

Students are required to source their own work experience placement. Doing this, provides students with a great opportunity to develop their communication skills, initiative and 'real world' experiences. Should students have any issues or difficulties in gaining a work experience placement they can be supported through this by teachers and Careers staff. Once students have found a placement, the documentation process can start. Teachers and Careers staff will step students through this process.

Please discuss work experience placement with your child encouraging them to 'have a go' at calling and speaking with employers. Please find on the reverse side of this letter a 'Work Experience Placement Student Support Sheet'. A copy will also be given to students to work through with their teachers and Careers staff.

Should you have any questions regarding this matter, please contact the Careers staff on 5127 9200.

Regards

Kirsty Mitchell
Careers Pathway Coordinator

Michael Lakeman
Assistant Principal