

Dear Parents & Guardians,

Re. Details for 'World of Work: Take Your Child To Work Day' on Thursday 26th June 2025

I am writing to provide you with the full details of how to ensure your child is successfully enrolled on our next exciting Character Development Day this term in which they will experience how hard adults work!

Thank you to those who managed to attend our in-school presentation on Wednesday April 23rd, and for those who did not - please do not worry, everything in this letter should help to explain the day and the process.

As part of the career guidance and personal development provision at Wollaston School, we look for opportunities for our pupils to gain a practical understanding of the world of work. We want to make this as real and relevant as possible to our students and so for the next personal development day in June we will be encouraging our year 8 students to 'go to work for the day'.

At Wollaston we strive to ensure that all pupils have access to and opportunities to engage with high quality careers provision, using the Gatsby benchmarks to guide us. This day is tailored towards two of the benchmarks that state our pupils should have:

- Encounters with employers and employees.
- Experiences of workplaces.

On **Thursday 26th June 2025** we ask that parents, where possible, take their children to work for the day in order for them to work shadow and thereby observe life in the workplace, to discuss career aspirations and opportunities, and the nature of work etc with parents and their colleagues. If as a parent this is not possible, this can be an older sibling or relative or friend.

Our ambition is to make this day worthwhile for every student. To ensure that students benefit from this experience they will undertake a number of preparatory sessions in their PSHE lessons and once back in school have time to reflect on their day. A draft version of the booklet they need to complete is attached to this email for your records so you can understand some of the things we are looking for.

This day is intended to be purely one of work shadowing, work observation and not work experience. Students are expected to observe work and if they do take part in work tasks, these should be low level ones. If students are unable to secure a work shadowing placement they will be required to be in school where they will engage in a number of related activities. In recent years the vast majority of pupils have managed to secure something so this year we are hoping for 100% this year!

There are two important forms to complete in advance of this day.

- 1) Parental Consent Online Microsoft Form : <https://forms.office.com/e/vHLjwWahdc>
- 2) Employer's Consent Online Microsoft Form: <https://forms.office.com/e/T82ZWd63nQ>

Whilst the event states you are taking your child to work we are aware that for some families this may not be appropriate and therefore we do encourage you to consider trusted family and friends to support in giving your child an amazing opportunity of experiencing work outside of school.

Should this be unfeasible for families we are happy to support in school and plan in school activities and sourcing an appropriate work experience on the day.

The deadline for completion of all forms is May 23rd 2025.

Please do not hesitate to get in touch with either your child's form teacher or myself reesm@wollaston-school.net if you need to discuss anything in relation to this day.

Can I take this opportunity to thank you in advance for supporting the school on this day.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'M Rees', with a stylized flourish underneath.

Mr M Rees
Head of Year 8
reesm@wollaston-school.net