

## WORK EXPERIENCE FAQs

- My placement is in a salon working from Tuesday to Saturday, do I have to come to school on Monday?
  - No, you have 2 days off so Sunday and Monday instead of Saturday and Sunday.
- Can I go to work with my dad/uncle/mum/sister?
  - Yes, you still need to fill out the blue form and hand in to your tutor.
- Can I do a split placement, eg one week with a vet and one week on a farm?
  - Yes, but there is a possibility of a charge. Speak to Mr Jenkins before proceeding.
- Can I do normal lessons instead of work experience for the two weeks?
  - No, there are no normal lessons planned for this two weeks, the curriculum for Year 10 is work experience. Speak to your form tutor for support.
- I have found a job, but I can't get there/back, can the school get me there?
  - No, the school doesn't have the resources to transport students, but if you live outside of Biggleswade and usually take the school bus, then you can still get the bus into Biggleswade and take up a placement in the town, you would need to negotiate hours with your prospective employer, giving you time to walk there from the school bus drop off.
- I have found a placement but the hours don't fit in with the train times/my family dropping me off/picking me up. Should I still try to get the placement?
  - We would advise you to contact the company first to let them know you are interested and tell them the timings which you could commit to – due to transport logistics. In our previous experience employers are flexible when a student makes arrangements prior to being placed.
- I have a fixed placement, but now I would like to change it as I have found something more suitable, what do I do?
  - In the first instance speak to Mr Jenkins, be aware there could be costs involved, to cancel the first placement and then to fix the new placement. If it is agreed that you can swap then you will need to submit the payment at the time of submitting your new choice/paperwork.
- I have found a great placement abroad, can I go?
  - No, because the school cannot do health and safety checks and you would not be insured under our policies. If you were to go without permission it would have to be recorded as an unauthorised absence.