

NORTHGATE

High School

Year 10 Work Experience

Work Experience at Northgate High School

Victoria Calder
Careers Leader



NORTHGATE
High School

Year 10 Careers Programme

- Focus on the changing world of work
- Explored through:
 - Careers lessons
 - Assemblies
 - Employer Careers Talks
 - Careers Fair – 7th March 2024
 - Workplace visits
 - **Work experience week**
10th - 14th June 2024



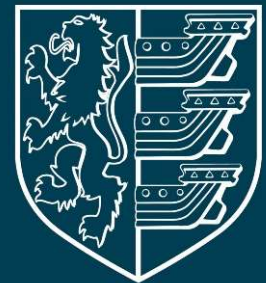
Why Do Work Experience

- Opportunity to explore the 'world of work'
- Help decide future plans
- Put theory learnt at school into practice
- Learn new skills
- Build confidence and self-reliance
- Gain extra knowledge that can be applied to school work
- Enhance CV and employment opportunities
- Preparation for demands and expectations of the working world



Benefits of Work Experience

- Personal reward
- Improve soft skills
- Develop technical skills
- Gain industry insights
- Try before you buy
- Prove you're motivated
- Grow your network
- Find employment
- Impress at interview
- Life experience



Student Feedback

I wish that
work
experience
was longer!

I had lots of
jobs to do and
learnt new
skills

Great to know
what it would
be like to have
a proper job.

Developed my
communication
skills

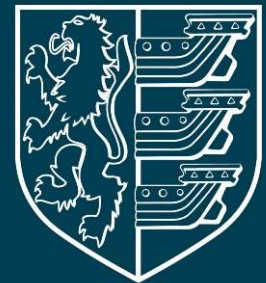
It helped
me to
decide my
career

I enjoyed having
the
responsibility of
being given
actual work
tasks to do.



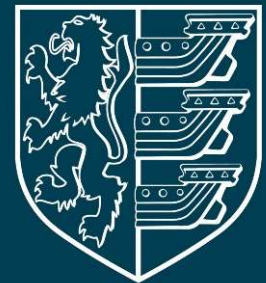
Work Experience at Northgate

- Source own Work Experience placement
- Apply for Work Experience placement sourced by the school – **Job Board**
- Out of county placements
- Health and safety checks
- Employer Liability Insurance
- Employer Placement Form
- Parental Consent Form
- Northgate staff monitoring visit/call



Applying Directly for Work Experience

- List of companies interested in contacting for work experience
- Contact companies directly – CV and cover letter
- Certain industries have age restrictions, so have a broad range of ideas
- List of organisations not to contact – attached to email recently received
 - These organisations have offered the school a placement for a Northgate student and will be advertised on the Job Board



Secured Own Work Experience Placement

- The employer will need to fill in an Employer Placement Form
- Attach completed Employer Placement Form to the Green Card to include:
 - Company name
 - Address
 - Telephone number
 - Named contact at the company
- H&S check will be completed



Secured Own Work Experience Placement

By 28th March 2024

Return to Mrs Calder

- Completed Employer Placement Form attached to Green Card

Found in the Year 10 Work Experience section on school website

<https://www.northgate.suffolk.sch.uk/students>

[/careers/year-10-work-experience](#) or collect

Employer Placement Form from Careers Suite



Applying for a Vacancy on the Job Board

- Look at vacancies on the Job Board in Middle School – goes live beginning of March 2024
- Fill in Green Card with 1st, 2nd and 3rd choice of work experience placements
- Attach CV & cover letter in application for 1st choice of placement
- Return Green Card with CV and cover letter to Mrs Calder in Careers Suite
- Application deadline – 28th March 2024
- May not get first choice of placement, but still valuable experience



Applying for a Vacancy at...

- BT
- Coop
- DanceEast
- East Suffolk Council
- EDF (Sizewell)
- Ipswich Hospital/ESNEFT
- Ipswich Town Football Club
- Suffolk County Council

Speak to the Careers
Department about
the application
process



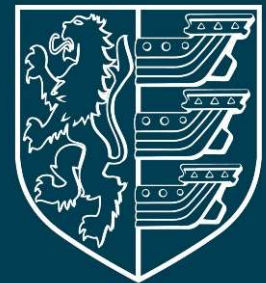
Getting the most out of Work Experience

- Arrive on time appropriately dressed
- Be happy to be there and be polite
- Be willing to have a go at new things
- Make the most of all of the opportunities offered
- Show enthusiasm and interest
- Take pride in the job
- Be prepared for some quieter periods
- Complete the Work Experience Logbook



Work Experience from a Student's Perspective

Zahraa Islam
Naeema Begum



NORTHGATE
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Work Experience from an Employer's Perspective

Karen Cross

The New Anglia Careers Hub



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Experiences of the workplace

Karen Cross
New Anglia Careers Hub



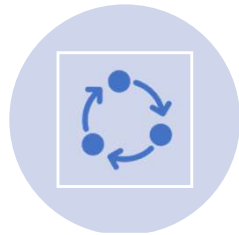
New Anglia Careers Hub



**Support schools/colleges
build a robust &
sustainable careers
education programme**



**Secondary schools/colleges
across Suffolk and Norfolk**



**Work across all 8 Gatsby
Benchmarks**



Peer support networks

Bringing together schools, colleges, other education providers and employers to help every young person to find their best next step



If you think you can do something or think you can't do something, you are usually right – Henry Ford



Source: Microsoft 365 Images

Our circumstances do not need to define our futures



*Did you participate in work
experience whilst at school?*

Can you remember it?

Was it useful?



Source: Microsoft 365 Images

**Experiences of the Workplace are best
when these are 'meaningful' for the
student and the employer**



PREPARING STUDENTS FOR THE FUTURE

- What jobs are available?
- What skills do I need?
- How do I access opportunities?
- What qualifications do I need?
- What jobs will there be in the future?
- How much could I earn?



Source: Microsoft 365
Images



FUTURE CAREER CHOICES MIGHT INCLUDE:



**ENERGY INCLD
OFFSHORE WIND**



DIGITAL TECH



CONSTRUCTION



**AGRI-FOOD /
FOOD
PROCESSING**



**ADVANCED
MANUFACTURING
& ENGINEERING
(AME)**



LIFE SCIENCES



**HEALTH & SOCIAL
CARE**



**FINANCIAL
SERVICES &
INSURANCE**



PORTS & LOGISTICS



VISITOR ECONOMY



PREPARING STUDENTS FOR THE FUTURE



MEANINGFUL
ENCOUNTERS
WITH
EMPLOYERS



THE NEXT
STEP THEY
CAN TAKE



UNDERSTAND
INDIVIDUAL
STRENGTHS, AND
WHAT THEY ENJOY



UNDERSTAND
THE
OPPORTUNITIES
AVAILABLE



SUPPORTING EVERY
STUDENT



MEANINGFUL ENCOUNTERS WITH FUTURE
EDUCATION AND TRAINING PROVIDERS



LOCAL MARKET
INFORMATION



“You can’t be what you can’t see.”

*Marian Wright Edelman, American Lawyer and
founder of the Children’s Defense Fund*



Source: Microsoft 365
Images



Did you know.....

The British Beauty Industry is worth £20 billion to the UK economy



Source: [Government urges jobseekers to consider careers in “booming” beauty industry - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/government-urges-jobseekers-to-consider-careers-in-booming-beauty-industry)

Source: Microsoft 365 Images



Experiences of the workplace can....help students respond to an ever-changing world

- Build confidence
- By inspiring – DREAMS AND ASPIRATIONS
- Connecting learning at school with the REAL WORLD
- Meeting other people
- Broadening their thinking on what they might like to do in the future
- And discover what they might NOT like too



Source: Microsoft 365 Images



Experiences of the workplace can....help students know what employers want from employees

- Discover what work involves
- Learn punctuality, time keeping, organising self and independence
- Observing how others interact with colleagues and customers
- Speak to employees to understand how they accessed opportunities
- Understand skills needed for particular jobs



Source: Microsoft 365 Images



Offering experiences of the workplace benefits Employers too.....

- Develop skills needed amongst the future workforce
- Support young people to move from interest to intent
- Increase numbers of applicants for jobs
- Build a future pipeline of talent
- Challenge stereotypes
- Understand the future generation



Source: Microsoft 365 Images



Offering experiences of the workplace benefits Employers too.....

- Open eyes to a wider range of possible future employees
- See what young people are capable of
- Learn from young people
- Young people bring creativity and innovation to businesses
- They think differently – customers of the future



Source: Microsoft 365 Images



Offering experiences of the workplace benefits Employers too.....

- Raises awareness of their Brand
- Dispel myths about the industry/jobs
- Increases awareness of the opportunities that exist
- Develops skills amongst existing staff
- Connects businesses with the local community
- Influence what is taught in the classroom
- Connect schools with the world of work



Source: Microsoft 365 Images



When participating in experiences of the workplace, students should....

- Plan ahead, be on time and dress appropriately – first impressions count
- Talk to people – ask questions and listen to the answers
- Get involved - Be prepared to try new things
- Reflect on how each day went – keep a journal
- And enjoy it!



Source: Microsoft 365 Images



When Young People and Employers work together there are benefits for both

- Young people gain insight into the world of work – including the skills required. This helps them make future career decisions and builds motivation
- Employers learn about their future workforce (and even begin the recruitment process)



Source: Microsoft 365 Images



Key Dates

- Year 10 Work Experience Week
 - Monday 10th June – Friday 14th June 2024
- Parental Consent Form returned
 - Friday 16th February 2024
- Deadline for return of Employer Placement Forms & Job Board applications
 - Thursday 28th March 2024
- Allocation/confirmation of Work Experience placements
 - By Friday 24th May 2024



Questions or Concerns

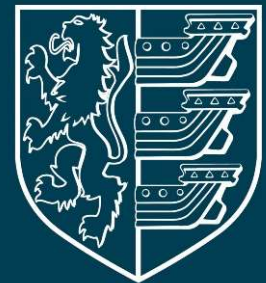
Speakers will be available to answer any additional questions

Speak to us in Careers

Email: workexperience@northgate.suffolk.sch.uk

Telephone: 01473 210123

**Parental Consent Forms and
Employer Placement Forms**
are available in the Foyer tonight, or students
can collect copies from Careers.



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