

28th April 2026

Year 10 Work Experience - July 2026

Dear Parents and Carers,

This is a reminder to ensure that your child's Year 10 work experience placement is logged on Unifrog as soon as possible. All placements **must** be recorded on Unifrog in order for them to be authorised by the school.

Students who are unable to secure a placement will be expected to attend school as normal during the work experience period.

- **Dates:** Tuesday 14th - Thursday 16th July 2026
- **Organisation of Placements:** Students are responsible for securing their own work experience placements, with the support of their families. While the school has a small number of contacts, the majority of placements will be found through students' own networks of friends, family, and local connections.
- **Logging Placements:** We will be using **Unifrog** (www.unifrog.org) to manage the administration of the work experience programme – for example, Risk Assessment and Health & Safety policy, as well as getting agreement from yourselves for the placement to go ahead. Students will need to log their placement on their Unifrog account. The Unifrog system will then email the employer, the parent/guardian, and the school, to collect the necessary information and permissions.

Unifrog have created a set of guides about placements which you can find here. [Adding Placements on Unifrog](#)

We ask for your support in helping your child identify and secure a suitable placement. This could be within your own workplace, through family friends, or by reaching out to local businesses. Placements can be in any sector, provided they offer a safe and constructive environment for students to learn and develop.

We understand that both students and employers may face challenges in arranging placements, and we appreciate your efforts in supporting this process. If your child is having difficulty finding a placement or needs help using Unifrog, I will be available during break times in the Sports Department to offer support.

Next Steps

- Discuss possible placements with your child. [work experience guidance](#)
- Support them in making contact with employers where appropriate.
- Ensure that once a placement is confirmed, it is **logged on Unifrog asap**.

We will also be hosting a Careers & HE Evening for parents on Thursday 21st May (letter to follow). This event will be beneficial in understanding the pathway options ahead of Year 10 students.

Thank you in advance for your support in making this initiative a success. Should you have any questions, please do not hesitate to contact the school.

Yours faithfully,

Laura Redrup
PRS Careers Coordinator and IAT Careers Lead

