

RCL/KDE

24 January 2022

Dear Parent and Carer,

Re: Year 12 Work Shadowing Programme

Dates: Monday 18 – Friday 22 July 2022

I am delighted to share with you that we will be running the Year 12 Work Shadowing Programme this academic year. The programme will take place over one week from Monday 18 July to Friday 22 July 2022.

Work shadowing is increasingly viewed as an essential part of a successful application for Higher Education and the world of work. It also helps students gain valuable skills and experience for their university/apprenticeship application and interview.

When students apply for Higher Education courses and/or jobs, a work shadowing placement is regarded as an integral aspect of the shortlisting process and could potentially tip the balance in favour of one candidate over the other. This is the case more than ever, given the greater competition for places in Higher Education and the job market. As a result, an increasing number of universities are offering work experience years as part of Higher Education courses and many graduates have secured their first job from such placements.

The objectives of the Plume Academy Work Experience Programme can be found below:

- To allow students to understand how the industry operates
- To enable students to gain greater self-confidence, maturity and develop essential employability skills.
- To provide an opportunity for students to find placements that are related to the career/further studies they are considering.
- To provide valuable content for a UCAS application and help students review potential career areas
- To show evidence of useful skills needed for university study and/or employment.

Please be aware that further information about Year 12 Work Shadowing Programme will be released to students shortly, however in the meantime we strongly advocate that students reflect on their current career aspirations and consider where they would like to complete their placements. Students may wish to start making enquires with relevant employers now to ascertain if they would be willing to support a placement in July.

Students who *do not* secure a placement will be expected to be in college for the five days (8.30am-3.10pm) and involved in relevant work-related activities including an internal assessment which will be completed by local employers and included in their Year 13 Annual Overview Report and their Tutor UCAS reference where relevant.

In the meantime, should you have any questions regarding the Plume Academy Year 12 Work Shadowing Programme, please do not hesitate to contact me via the email address outlined below.

Yours sincerely,



Mrs R Clark
Joint Head of Academy
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