### Gordano School Work Experience

#### TRY YOUR CAREER FOR SIZE



Monday 1st July – Friday 5th July 2024

#### What is Work Experience?

Work Experience is a for period of one week.



Opportunity to ...... Try out a particular career path.



You will.....

Be treated as an employee carrying out normal duties.

Work under the control of a supervisor/mentor.

Obey all Health & Safety regulations and signs.



A full working day

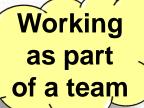
# Timekeeping skills



Observation of staff



What to expect!





'Safe' job tasks



Communication skills

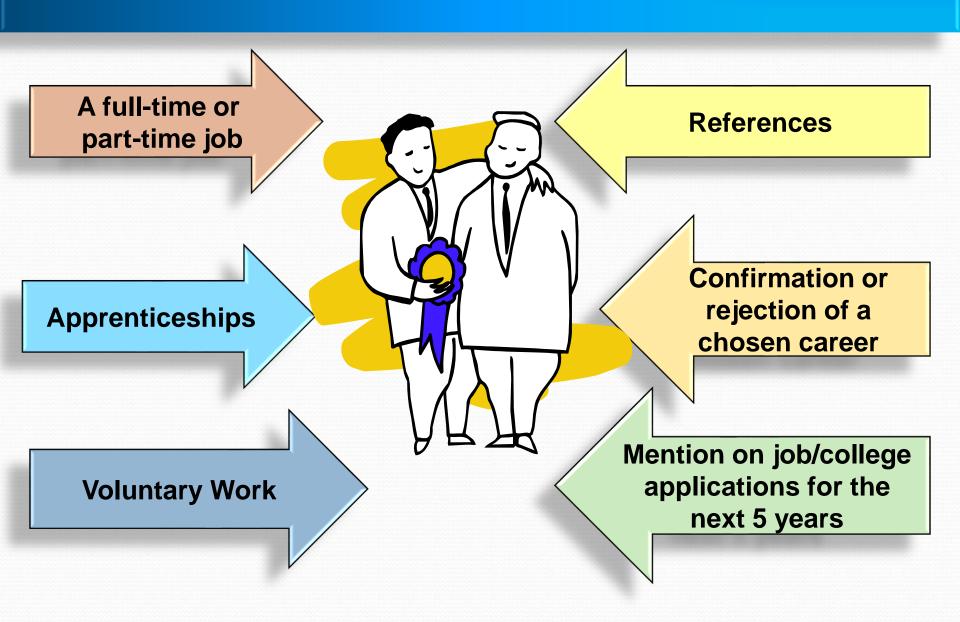


Unfamiliar e*nvir*onments





#### Work Experience could lead to.....?



#### Words of Advice from previous Year's Students...

Organise it early. Be willing to learn. Be confident.

Start to look for a placement soon, because otherwise, all the good places you would want to go will be gone:)

Don't be afraid to pick a placement outside of your comfort zone, it doesn't matter if you decide it isn't a job you want to do, it is about the skills you learn

Complete it early and apply to many different ones just incase as its easier to decline than having to rush around hoping people accept

Preparation is key to success

Go somewhere you are genuinely interested in, then the week will fly by and you are going to love learning.

### WEX Research Session

Friday October 20<sup>th</sup>/3rdNovember: Extended Tutor Time.

Session will take place in IT rooms to start searching for placements using <a href="https://www.yell.com">www.yell.com</a> and employer placement list – student shared area/careers/EMPLOYER PLACEMENT LIST

# Where did Y10 go last year?

Avon and Somerset Police	Edwards Vacuum	The Bristol Port Company
Bristol Water	Balfour Beatty	Station House Nursery
University of Bristol	Just for Keepers	Alvis Brothers
Boatfolk Marinas Portishead	MoJo Active	Clevedon Gymnastics Centre
Future Stars Coaching	Clifton Suspension Bridge	The Wave
Viper Innovations	Alliance Homes	Ashton Gate Stadium
Court Farm Country Park	Brackenwood Garden Centre	Western Power
Rolls Royce	Heaven on the Hill	Film @ 59

#### **Searching for a Placement**









# The Employer says 'YES'

Once an employer agrees to take you on placement YOU need to use **Unifrog to log and get the placement authorised.** 

A placement can only take place if the Employer has the correct insurances in place. (Employers Liability Insurance, Public Liability, Health and Safety, risk assessments)

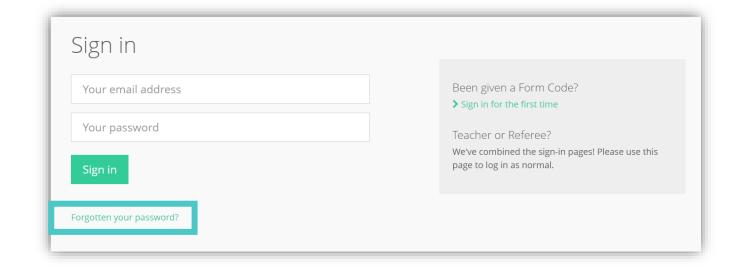
It is **YOUR** responsibility to get the correct details from the employer to record the placement on Unifrog and for it then to be authorised:

- Organisation Name
- Contact Name
- Email address
- Telephone Number

#### BE VERY ACCURATE WHEN TYPING IN THE DETAILS

# **UNIFROG login**

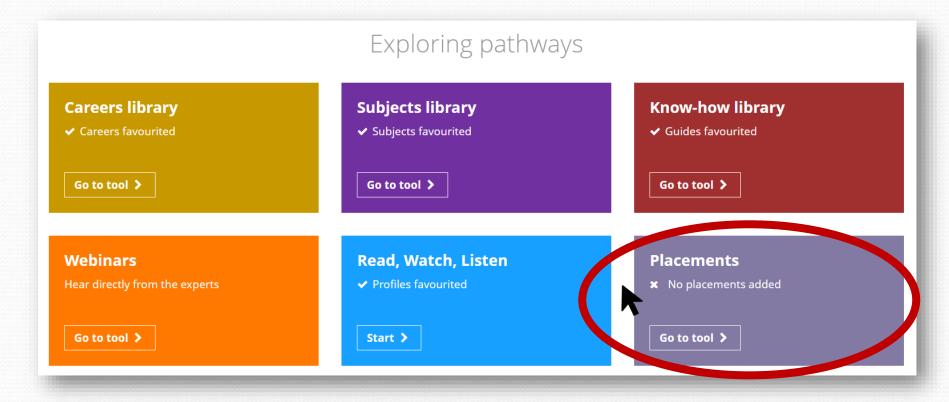
If you forget your password, hit the link to reset (remember to check your junk/spam just in case!)





## Using the Unifrog Placements tool

- After logging into your Unifrog account, scroll down to 'Exploring pathways.'
- Click 'Go to tool' on the 'Placements' tile.



### **Important Dates**



•All placements to be logged on Unifrog by Thursday 28<sup>th</sup> March.

#### What Next...?

Parental agreement form will be emailed home.

**USE Yell.com/ employer placement list** 

Suggested Telephone script available on Firefly, if required

Once a placement says YES use Unifrog to record placement

Remember placements get confirmed <u>FAST</u> so start looking now, so there is more chance of you getting what you want!

### **Careers Team**

Mrs Gardiner and Ms Jones

Careers Office Location: Outside Sixth Form Common Room

We are here to help!

Please drop by any break/lunch/after school