



LEWISHAM WORK EXPERIENCE TEAM

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Post 16 Work Experience

Following the recent request for Y12 or Y13 work experience, we want to make you aware of the arrangements for this and appeal for your support and encouragement to ensure that your young person secures a suitable work experience (WEX) placement.

Relevant WEX is increasingly viewed as an essential part to any application for higher education and the world of work. Unlike in year 10 when we would have supported the search for suitable companies and meaningful work experiences, we are now finding that companies are expecting to hear from older students direct. For this reason we have compiled this information pack which we hope will support our young people to confidently approach organisations themselves.

College or Sixth Form should also have provided guidance and support around WEX for students and all students should either have had an assembly dedicated to both the importance of WEX and how to apply or will have received guidance from the respective head of year or course tutor.

Please also prepare your young person for having to make the necessary telephone calls. It may not be what our young people are comfortable with, but it is an integral part of the search and during year 10 when our 2500 Lewisham students went on placement over 60% were through the students making direct contact with employers. When researching a good telephone manner is important and is also an essential life skill. A sample of a typical starter conversation can also found in this pack.....

What is included in the Post 16 Work Experience Support pack;

- Tips on telephone conversation/ email to a potential WEX provider
- Own Find Form – to be completed **PRIOR** to starting with an organisation
- Helpful Websites
- How the process works

Good luck in your search!

Yours sincerely

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