

Tel: 0191 481 3710 Address: West Denton Way, Newcastle upon Tyne NE5 2SZ Email: studiowest.enquiries@northernleaderstrust.org www.sw.northernleaderstrust.org

10th January 2024

Dear Parent/Carer

Year 10 Work Experience

All year 10 students will take part in work experience this academic year for one week, which will commence on Monday 13th May 2024. This is an opportunity for your child to develop their key transferable skills and experience life in a real work environment.

Due to the availability of work placements, we would welcome you to source your child's work placement should you so wish. You may be able to find a more preferred placement. The deadline for this is 9th February 2024.

If you have sourced your child's work placement, please complete and return the attached slip to school. Once you have provided the placement details, we will then check that the employer has the relevant Liability Insurance in place.

If you have any queries, then please contact the school or myself.

Yours faithfully

Ms Ruby Begum Business Engagement Manager Email: <u>ruby.begum@northernleaderstrust.org</u> Tel: 0191 4813710

Studio West is part of Northern Leaders Trust

Registered Office: Kenton School, Drayton Road, Newcastle upon Tyne, NE3 3RU Company Number: 07964133 VAT Number: 138456885





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Student name:
Placement Provider/Business name:
Contact name:
Telephone number:
Address:
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Email:

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