

# Parents' Guide to Work Experience

In the current climate, it is more difficult for employers to take students onto their premises for work placement. A range of alternative virtual work placement activities are being explored and planned so that this valuable activity can continue.

Work Experience plays an important and integral part in the education of students. It provides them with an opportunity to gain wider skills and core competencies that will support them in securing meaningful employment. Students will be able to produce enriched CVs which will enable them to stand out from the crowd.

These placements are a compulsory part of their study programme and students will be required to complete specific hours linked to their course, in order to achieve and complete the programme successfully.

## Benefits

- Students will gain real life experience of working
- They will acquire employability skills
- They will develop self-awareness and confidence
- They will begin to understand the links between their subjects and the world of work
- They will gain insight into the skills needed to succeed in the labour market

## The role of parents/carers

It is becoming increasingly difficult for the College to secure work placements on behalf of students, as employers prefer students to approach them directly. Employers feel that students are more likely to commit to the work placement they have researched and found themselves. As a result of this, students are now required to find their own placements and your help in encouraging them to achieve this will be greatly appreciated.

## The role of the employer

By taking part in work experience, the employer will gain the opportunity to help shape their future workforce and promote their company. Work experience can allow employees to develop their own supervisory skills.

Employers should aim to:

- give your child an induction to help them understand the nature of the business
- explain what will be expected of them during their work placement
- explain health and safety requirements for the company
- identify a supervisor/trainer to oversee your son/daughter's work during the placement
- give feedback to the student at the end of the placement

## Documents

Taking part in a work placement at an employer's premises has implications for you as a parent, the college, and your child. You may need to be aware of some of the following:

- The college will check that the employer has covered by the employer has Public Liability Insurance
- The college will check the placement has appropriate Health and Safety measures in place

The college is responsible for overseeing the work experience placement. The college will make sure that all of the necessary arrangements are in place before a student goes on placement. During the placement a responsible person from the college will visit the employer to check on the welfare of the student and to monitor any health and safety issues. Should the placement be too far for a visit, then the college will telephone the employer carry out these checks.

## During the placement

As a parent or guardian you will want to make sure that your son or daughter will get the most out of their work experience. The following tips will help you to support them:

- make sure they arrive on time
- as work days are longer than college days, make sure they have a good night's sleep
- talk to them on a daily basis about their experiences
- remind them to complete their placement workbook with details of what they did on work experience
- contact the college immediately if you feel your son or daughter is having problems during the work placements
- if your son or daughter isn't enjoying their placement, help them to stay positive by focusing on the new skills they are developing

## After the placement

Once the placement has finished, it's important for your son or daughter to think about what they have learned. You can:

- discuss what they learned from the experience
- ask if this has had an impact on their career plans
- encourage them to ensure the work book is completed and returned to college