



Thursday 8th June 2021

Assalamu Alaikum Wa Rahmatullahi Wa Barakatuhu

Dear Parents/Carers,

Re: Work Experience for Year 10

Year 10 pupils have a chance to take part in work experience from Monday 5th July to Friday 9th July 2021. Work experience provides a valuable opportunity for pupils to sample the world of work and to gain an insight into life beyond Al Khair. Due to the current situation, we are unable to organise off-site placements for all pupils and some parents may prefer for their child to partake in virtual placements at school. With this in mind, we are offering a flexible programme this year and pupils can choose from the following three options:

- a) **Virtual Work Experience:** Pupils will have a range of virtual placements in various fields which they can complete every morning at school. A list will be provided by myself and according to the interest of your child. Period 1-3 lessons will be replaced with work experience and careers related activities for the week. Parents will be sent links to complete virtual placement forms.

Please note that various online work experiences opportunities are regularly updated on SMHW. Parents are recommended to encourage their child to make the most of these experiences. I have included a links for a few of them below:

Engineering (Siemens): <https://www.springpod.co.uk/experience/engineering-work-experience>

Marketing (GiffGaff/Starling Bank): <https://www.springpod.co.uk/experience/marketing-work-experience>

Law: <https://www.springpod.co.uk/experience/law-work-experience>

Charity: <https://www.springpod.co.uk/experience/law-work-experience>

Dentistry: <https://www.springpod.co.uk/experience/dentistry-work-experience>

- b) **Arrange own work placements:** Pupils may arrange their own placements for the week. There is strong evidence that if a pupil has found their own placement for a job they are interested in, they have a much more worthwhile experience, and this can lead to further offers of employment or apprenticeships. If you would like to take this option, please email me for the employer form. Please note that the employer must have an employer's Liability Insurance Certificate.
- c) **School arranged placements (4 available at the moment):** The school has partnered up with the Cassandra centre to offer 4 placements to pupils. Full details of these can be found on Appendix A of this letter. To apply for this, pupils will need to submit a CV and covering letter explaining why they will be suitable for the role.



Work experience both virtual and off-site will enable pupils to improve their employability skills and to put the knowledge and skills they learn in Form time careers related activities, PSHE and other lessons into practice in a real workplace situation.

This is a useful guide for parents: <https://www.theparentsguideto.co.uk/school-newsletter>. If you would like to arrange a telephone meeting to discuss careers and post-16 options with myself, please do not hesitate to contact me via email afsha.mohamed@alkhairschool.org.uk.

We hope Work Experience week will be an insightful and beneficial experience. Feel free to contact me should you have any questions.

Jazakamullahu Khayrun

Afsha Mohamed

Citizenship Teacher & Enrichment Co-ordinator



Appendix A

Cassandra Centre Work Experience (OFF-SITE)

Dear Parents/Guardian,

We have been offered four work experience placement opportunities for Al Khair Year 11 pupils at the Cassandra Centre in Norbury. The work placements will be from Monday 7th June to Friday 11th June with scope to extend for a further week.

The Cassandra Centre is a charity that provides counselling, education and support to those affected by domestic abuse. It was founded in 2007 after the tragic murder of 19-year-old Cassandra McDermott by her ex-partner. During the pandemic, they have also been providing cooked meals, food packs and various practical support to vulnerable people throughout South West London.

They are looking for four pupils who have an interest in photography, social media, online campaigns/sales and business enterprise to help set up a new project to raise funds. They have a number of new items that have been donated to the centre and are looking to join online platforms to sell the items. Pupils will work with a mentor to create a business plan for the charity. They will be expected to take photographs of each item, create an inventory, online description, set up a payment page, promote and produce a marketing campaign on the charity's online platforms and look at creative ways to create more awareness. The pupils will be mentored by a retired Business Enterprise lecturer from Croydon College. As an incentive, they will receive 20% collectively from all sales made online.

This is a great opportunity to gain relevant and useful skills as well as earn some money. For pupils that are interested in putting themselves forward, please email your CV and a cover letter explaining why you would be a suitable candidate for this placement.

Afsha Mohamed

Citizenship Teacher & Enrichment Co-ordinator