



Dear Parent/Carer,

I write with reference to the Work Experience opportunity provided to all year 12 students, offered as part of The Emmbrook School Careers Programme.

We offer work experience for every child in Year 12, with the support of the Education Business Partnership (EBP), who work to place your child in an appropriate workplace for one week: 26 to 30 June 2023.

On **Monday 26 September at 6pm**, Julia Hallam from the Work Experience Team at EBP will be providing a TEAMS meeting for parents to go through the timetable and requirements to secure a work experience placement for your child. Following the meeting, all relevant forms will be sent home via your child's tutor for completion. Please note that all work experience forms need to be completed, signed and submitted by **Friday 21 October**, in order to ensure that a work experience placement can be secured for your child.

The link to access the meeting is below.

[Monday 26 September - Link to Work Experience meeting](#)

Please also let me take this opportunity to introduce your new Careers Lead at the Emmbrook School, Faye Andrews. Faye can be contacted via:

FAndrews@emmbrook.wokingham.sch.uk

Kind regards

Mr D Constable
Head of Sixth Form