



ST JAMES'
CATHOLIC HIGH SCHOOL

4th September 2024

Dear Parent/Carer

Re: Year 10 Work Experience

I would like to invite you and your child to an important evening to help prepare for work experience. As you may be aware, your child will be completing a week's work experience during the last week of Year 10 (Friday 11th July 2025 – Thursday 17th July 2025 inclusive).

To help them prepare for their placement, the Faculty of Personal Development is holding an information evening at school on **Thursday 26th September 2024 at 5.30 pm**. During the evening, a representative from MPLOY Solutions, the organisation coordinating the work experience, will be present to help explain the application process, organisation of self-placements and how you as parents/carers can help prepare your child so that they get the most from the week.

Attendance at this event is essential to help ensure your child gets the best out of their work experience, and you as parents/carers gain a better understanding of how St James' runs the programme. It is also an opportunity for you to raise any questions that you may have about your child's placement.

I look forward to seeing you on this evening. Please do not hesitate to contact me if you have any questions or require further information at d.rarity@stjamesheadle.co.uk

Yours faithfully

Mrs D Rarity
Director of Creative Technology and Personal Development