



January 2018

RE: WORK EXPERIENCE PROGRAMME 2018

The programme is taking place from Monday 11 until Friday 15 June 2018. The week long programme will provide our student(s) with the opportunity to shadow and observe employees and complete appropriate tasks and projects set by you.

If you are able to offer a placement to one of our Year 10 students, I will provide support and guidance on planning a productive Work Experience Programme. Before the student arrives, I will ask you to let me know the working hours, dress code and types of activities they will be doing so that I can prepare them fully for their time with you.

I have provided further information about our Work Experience Programme below.

Thank you for your consideration and please email me at m-pantasoulas@bisspuxi.com if you are able to provide support in this important component of our students' education, or if you would like more information.

Kind regards,

Maria Pantasoulas
Head of Year 10
The British International School, Shanghai Puxi Campus.
www.bisspuxi.com

What is work experience?

Work experience is a compulsory component of secondary education for our Year 10 students. This year, the programme will take place from Monday 11 until Friday 15 June 2018.

Work experience is an organised educational activity. It is a placement on an employer's premises in which a student carries out a particular task or duty, or a range of tasks or duties, more or less as an employee would, but with the emphasis on the learning aspects of the experience.

The experience provides students with an insight into the realities of working life and helps to prepare them for their future in the adult world. It also gives students an insight into different industries and careers.

Work experience is a part of a student's education and employers should make no payment for the work. Students will also be responsible for providing their own health insurance so employers do not need to provide this. Students are expected to organise their own transportation to and from the work place.