



Kings Langley School

Unlocking Potential for Life

Work Experience Information for Parents/carers

Tuesday 6th February 2024



Gatsby Benchmarks

- The government's new Careers Strategy, published in December 2017
- Statutory guidance for school leaders and school staff.
- January 2018, set plan for building a high quality careers system to help young people achieve.
- Framework put in place for best practice in careers..
- There are 8 Benchmarks that define the best careers provision in schools and colleges.
- Benchmarks had to be achieved by all schools by 2020





What is the aim of Benchmarks

To enable all young people to:

- Understand all the options available to them
- To know how to research and access information relating to further and Higher education, apprenticeships and job availability
- How to make application
- Learn & develop employability skills
i.e.: Social Skills/Communication/problem solving/time management/
team work/ ICT skills/increase confidence/presentation skills
- Helping to think through learning options and career choices
- To provide them with greater understanding of 'world of work'





Benchmarks:

1. A stable Careers Programme
2. Learning from careers and labour market information
3. Addressing the needs of each student
4. Linking curriculum learning to careers
5. Encounters with employers and employees
- 6. Experiences of workplaces**
7. Encounters with further and higher education
8. Personal guidance





What is Benchmark 6

- About preparing young people for ‘world of work’
- Providing students with ‘Employability Skills’
- Providing students with a meaningful experience of a workplace
- Important for students to experience the context where they could one day be working
- Most universities and employers will want to see evidence of some form of Work Experience and/ or Voluntary work
- Essential when applying for certain areas of work i.e. Veterinary/medical/teaching





What happens now?

- You have the opportunity of a one week placement
- Date: 15-19 July 2024
- You (with your parents/carers), will take ownership of process
- To find your own placement





What will this achieve

- Encourages you to talk directly to the employer
- It will allow you to have first hand experience of your chosen area of work
- You are more likely to attend and find out if it is still what you intend to do in the future

YEAR 10 ONLY

- Reduces need to use 'Link 2' Herts Services for Young People - the online booking service for all placement requests (other schools going on placement at the same time as KLS)
- There will be a limited number of placements in some job sectors to suit the needs of all student requests





Application process.....own placement

- You will need to use **‘Placements tool’** on UNIFROG
- Agree a placement with an employer
- Complete the first page – **Student Initial Form**
- Once finished and added – this will generate an email trail between the you/employer/parent/school





How to use the Placement Tools.....

- Make sure you have updated your UNIFROG account
- Familiarize yourself with the **‘Placements Tool’**
- Read the instructions for use and understand what you need to do

Follow the link:

- <https://www.unifrog.org/placement/guides>
- Go to the Placement page
- **IF YOU NEED HELP – ASK!**



Using Unifrog.....

If you have not set up before:

- www.unifrog.org/sign-in
- Click 're-set password/resend email link'
- Enter your **school** email address on next page
- Click 'send now'
- You will be sent a reset password email
- Use to reset password and log on

UNIFROG

- www.unifrog.org/sign-in
- Enter your **school** email address and password
- Placements tool will be on your home page or scroll down to 'Exploring Pathways'
- The 'placements' tile will be found there (**if these tiles are not there, search 'placements tool'**)
- Click 'go to tool' and click 'add new placement'
- Complete 'Student initial page'
- Do not forget to press 'finished' and 'add placement' when completed



Guides you might find useful...

- UNIFROG have put together best practice guidance for students, employers, parents.
- On the basis that it's good for everyone to be clued up, they show everyone everything.
- ['Here's the link to the guides'](#) will be put on many of the automated emails, at the bottom of the employer and parent forms, and at the bottom of the placement tool for you.





What happens next....

- Once the school receives email from parent/carer - check all information is in place, confirm and will monitor.
- After each form is completed all parties will receive an email confirming submission
- Please check 'junk' folder if you do not see confirmation
- All parties will receive email reminder ahead of the start of placement





Application process.....other placements - Year 10 only:

- Students unable to find their own placement will be given access to 'Link 2' the online placement service provided by Herts Services for Young People.
- All students will be given a personal 'pin' number and instructions for use.
- **FINAL** Deadline for 'Link 2' placements:

Friday 3rd MAY 2024





The next step.....'Link 2' placements – Year 10 only:

- Maximum choices made and submitted – in order of preference.
- Payment of £25 made via school internet payments
- Choices checked and added to database.
- Placement then allocated – (choice depending on availability)
- Placement confirmation issued to student.
- Parental consent/placement agreement forms sent home completed and returned to school. (**NO CONSENT NO PLACEMENT**)
- Confirmation and acknowledgement sent to employer





Important Points:

- Students should NOT give out 'social network' site ID's to individuals at their place of work
- Students should NOT access these sites from their place of work
- Students should not pass phone numbers/pin's to any person at their place of work
- Students are likely to be asked to have phones turned OFF during working hours
- **INAPPROPRIATE AND DANGEROUS**



Available opportunities.....

- **YEAR 12 only – Skanska – placements available in** - HR, Legal, Finance, Communications, Health & Safety, Digital Technology, IT, Construction Engineering, Business Support, Environment, or Construction Design departments.
- **YEAR 10 & YEAR 12 - Army** - 4 x day residential placement in Crowborough Camp Woolwich – parents responsible for transporting
- **YEAR 10 only – APEX 360** –Community Sports Leader Award – on site
- **YEAR 10 only – Vivo D'Arte** - Musical Theatre intensive 4 x day course providing a taste of drama school/ conservatoire life - parents/carers responsible for transporting to the studio in Aylesbury
- **YEAR 10 only – Vivo D'Arte** – Technical Theatre intensive 4 x day course exploring all elements ie production/design/lighting/sound/video production/stage technology etc - parents/carers responsible for transporting to the studio in Aylesbury

