



# Year 10 Work Experience

Friday 12<sup>th</sup> July



# WHAT IS THE REASON FOR WORK EXPERIENCE?

Helps you get a taste of a future career

Perfect your employability skills – dealing with customers, handling staff, management skills

Get a network of contacts – good for potential University Applications ■

You can practically experience the school subjects you like. ■





# WHAT ARE THE WORK EXPERIENCE OPTIONS?

You choose your employer or organisation you want to work with and apply to them personally – previous employers:

10 Downing Street

London Hospital Heart Surgery

Marvel Comics

Bank of England





# The Placement is for ONE day (Friday 12<sup>th</sup> July)

The work experience placement is for one day on the 12<sup>th</sup> July.

You can arrange to shadow your parents at work.

You could work with a local employer for a day.





# HOW DO I CHOOSE MY WORK EXPERIENCE?

Students are expected to find an employer

DISCUSS WITH TUTORS, SCHOOL STAFF, RELATIVES AND FRIENDS

Most places are found locally but the larger employers have the best work placements (you can go on site visits, attend board meetings, visit different departments where you work)



# WHAT DO I NEED TO DO?

THE WORK EXPERIENCE DOESN'T START  
UNTIL JULY 12<sup>TH</sup> BUT YOU NEED TO  
COMPLETE AN "OWN FIND FORM"  
ONLINE AT THE SCHOOL WEBSITE



There is a list of past employers on the website from a range of sectors you could approach.

<b>Northway School</b>	The Fairway, Mill Hill, NW7 3HS	<a href="mailto:office@northway.barnet.sch.uk">office@northway.barnet.sch.uk</a>	020 8959 5812
<b>North West London Jewish Day School</b>	180 Willesden Lane, London, NW6 7PP	<a href="mailto:admin@nwljds.org.uk">admin@nwljds.org.uk</a>	020 8459 3378
<b>Pardes House Primary School</b>	Hendon Lane, London, N3 1SA	<a href="mailto:office@pardeshouse.com">office@pardeshouse.com</a>	020 8343 3568
<b>Rosh Pinah Primary School</b>	Glengall Road, Edgware, Middx, HA8 8TE	<a href="mailto:admin@rpps.org.uk">admin@rpps.org.uk</a>	020 8958 8599
<b>Sharon Kindergarten</b>	Finchley Synagogue, Kinloss Gardens, London, N3 3DU	<a href="mailto:info@sharonkindergarten.org">info@sharonkindergarten.org</a>	020 8346 2039
<b>St Martin's School</b>	22 Goodwyn Avenue, Mill Hill, NW7 3RG	<a href="mailto:info@stmartinsmillhill.co.uk">info@stmartinsmillhill.co.uk</a>	020 8959 1965
<b>Wohl Ilford Jewish Primary School</b>	Forest Rd, Ilford IG6 3HB	<a href="mailto:office@ijpsonline.co.uk">office@ijpsonline.co.uk</a>	020 8498 1350
<b>FINANCE</b>			
<b>Investec Bank</b>	2 Gresham St, London, EC2V 7QP	<b>Tammy Solomon:</b> <a href="mailto:tammy.solomon@investec.co.uk">tammy.solomon@investec.co.uk</a>	020 7597 4000
<b>Leonard Finn &amp; Co Chartered Accountants</b>	Brentmead House, Britannia Road London N12 9RU	<b>Mr Rajesh Shah:</b> <a href="mailto:raj@leonardfinn.co.uk">raj@leonardfinn.co.uk</a>	020 8446 6767
<b>Square Capital</b>	9-10 Savile Row, London, W1S 3PF	<b>Mr J. Benhamou:</b> <a href="mailto:jb@squarecapital.co.uk">jb@squarecapital.co.uk</a>	020 7406 3296
<b>Ashley Page Insurance Brokers</b>	Commerce House, 2a Lichfield Grove, London, N3 2TN	<a href="mailto:advice@ashleypage.co.uk">advice@ashleypage.co.uk</a>	020 8349 5110
<b>AXA (Mark Lane)</b>	47 Mark Lane, London, EC3R 7QQ	Visit website	01204 380 480
<b>AXA (Old Broad Street)</b>	5 Old Broad Street, London, EC2N 1AD	Visit website	020 7920 5900



Once you have your employer's details – complete the online application form on the school website (information/careers/workexperience)

<https://hasmoneangirls.org.uk/work-experience/>





# Choosing a Placement

Try to choose an employer that is local or work with your parents .

Ask the employer what you would like to learn/do – reject a placement if you think you will just be making tea/photocopying.

Choose an employer that will be of interest to you or linked to your favourite school subject

Choose an employer within the school ethos





Although only for one day, try to choose a larger employer - smaller employers have less time to train you and less opportunities to learn from different employees/departments of the business.



# Medical Jobs – NHS only for over 16 Yrs Old at time of Placement





# HOW IS THE WORK EXPERIENCE ARRANGED?

COLLECT INFORMATION FROM  
EMPLOYERS and COMPLETE THE ONLINE  
FORM ON THE SCHOOL WEBSITE

THE SCHOOL WILL ASSESS YOUR  
ORGANISATION CHOICE & CONFIRM IT –  
YOU CAN GO ON THE WEBSITE TO  
CHECK THE IF PLACEMENT IS  
CONFIRMED



# FINAL POINTS.....

1. YOU WILL BE RESPONSIBLE FOR PAYING FOR TRAVELLING COSTS

2. DON'T GO SOMEWHERE JUST BECAUSE A FRIEND IS GOING THERE

3. DO NOT EXPECT TO BE PAID FOR THE WORK – THOUGH SOME PUPILS DO



4. YOU WILL NOT BE ALLOWED TO GO ON A PLACEMENT WITHOUT SCHOOL CONSENT.

5. ONCE A PLACEMENT HAS BEEN ORGANISED TRY NOT TO CHANGE IT – COMPLETE A NEW ONLINE FORM IF YOU DO.