

Year 10 Work Experience 2024 Process

Key dates:

Wednesday 31st January 2024 – deadline for confirmed placements;

Monday 8th to Friday 12th July 2024 – work experience week

Step One

Decide what type of job you are interested in. This doesn't have to be what you do for the rest of your life!

These quizzes might help you narrow it down:

- [BBC Make It Quiz \(bbcitechops.co.uk\)](https://www.bbcnitechops.co.uk)
- [Career Quiz - Youth Employment UK](#)

Step Two

Use the internet to research potential employers that you could do the placement with.

Consider whether you will be able to get to this place every day.

Make a shortlist – aim for about four different places.

Step Three

Contact the employers to see if they can accommodate you. If they say yes, try to get confirmation in an email. You will need to ask them:

- Company name
- Contact name
- Contact phone number
- Contact email address
- What will you be doing?

Step Four

Confirm your placement with the school by filling in the questionnaire linked below – this is essential for us to confirm your placement!

[2024 Fitzharrys Work Experience Student Questionnaire \(office.com\)](#)

We will do the rest! You get chocolate and a postcard home once you have completed the form.