



Dear Parent/Carer

June 2026

I am writing to inform you that next year's Year 10 work experience programme will take place from **Monday 15th March to Friday 19th March 2027**. All Year 10 students have the opportunity to take part and I am writing to give you more information.

The main aims of work experience are for students to get a feel for the world of work, build confidence, identify their own strengths and areas to develop, and improve their employability skills.

We encourage our students to find their own work experience placements as this shows to employers an interest in this potential employment area. All students will need to arrange their own transport and therefore they need to make realistic choices of areas to which they can travel.

When a student has obtained a placement they will need to complete the Placement form on their Unifrog account. The Unifrog program is the method for completing the administrative part of work experience. The information will need to be recorded on the Unifrog information form. Please be aware that unless all the information requested is at hand, they will not be able to complete the process and will need to recommence the process again.

Please be aware that the work experience placement must take place in this week only and will be recorded as an authorised absence.

Accompanying this letter your son/daughter will also have received:

- A guide to arranging a work experience placement and for completion:
- A Unifrog information form for completion

If you require any further information please contact me on my school email:
graham.baker@hccs.info.

Yours sincerely

Mr G Baker Work experience coordinator





Holmes Chapel Comprehensive School & 6th Form College

National Teaching School
designated by



National College for
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