



Bolingbroke
Academy

Bolingbroke Academy
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04/10/2016

Work Shadowing Day : Year 10

Dear Parent/Carer,

The London Ambitions pilot for careers education across London recommends that children have over 100 hours contact with employers over their school life.

At Bolingbroke Academy we aim to start this contact as early as possible with industry talks and visits.

We are also introducing a **Work Shadowing Day** on Tuesday 1st November for all Year 7-10 pupils and we need your help to make this happen. This will be an excellent way to start thinking about their future career paths or study options post 18.

Pupils will spend a day shadowing a parent, other family member or friend of the family for the day. They will then prepare a short presentation about their day which they will deliver to their Civitas group. More information about the presentation will be sent nearer the time.

The Work shadowing day is particularly important for year 10 pupils as it will give them an insight into what type work experience placement they want to find for September 2017. All year 10s will be encouraged to find their own placement before Easter ready for their first week of year 11.

Please complete the attached sheet and return to your child's Civitas tutor by the Wednesday 12th October at the latest.

We will help find a place for your child if this proves difficult.

Yours Sincerely,

Karen Robinson

Miss K. Robinson
Research and Development Leader

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Tuesday 1st November. 2016. Work Shadowing.

Name of Child.....

Civitas Group.....

My child will spend the day shadowing a parent: Yes /No

Please add full details of the Company.

Name.....

Address.....

Tel. Number

Email Address.....

My child will spend the day shadowing a family member or family friend. Yes / No

Name.....

Address.....

Tel. Number

Email Address.....

Relationship to the child.....

I can offer a work shadowing place for another child at Bolingbroke. Yes / No

Name.....

Tel. Number

Email Address.....

I need help finding a work shadowing place for my child. Yes / No

Name.....

Tel. Number

Email Address.....

Signed Parent / Carer.....

Date.....