

Friday 19th June 2020

Dear Parent/Carer,

Re: Year 10's on Virtual Work Experience - Oak National Academy

As we find ourselves in uncharted times, we are finding new ways of learning and accessing the additional opportunities Stopsley High School has to offer. I know many of you were looking forward to going out to work experience whether this was to enhance your employability skills, confidence or to gain an insight into a sector you are interested in going into after your studies. Whilst we are unable to go ahead with the two weeks of work experience as planned, we are keen for you to not miss out on the opportunity and would therefore like to provide you with an alternative programme, virtually.

The Oak National Academy have kindly put together a work experience programme which is accessible to all year 10 students. They have designed the programme to last one week, with 4 lessons per day, however, we would like to give you more time to be able really take in the information and so that you do not feel overwhelmed with managing your school work alongside it.

This is a key component in preparing for life after Stopsley High school and it is therefore compulsory that you complete it. At the end of week 4, Miss Lynch will send out a survey for you to complete, to consolidate your learning and to gauge the areas you may be interested in exploring post 16. On completion of the programme, you will receive a certificate which you will be able to show in post 16 interviews, later in year 11.

Stopsley High School Timetable

Week 1		
Day	Activity	Link
Monday 22/06/20	Introduction to my Week of Work	https://classroom.thenational.academy/lessons/introduction-to-my-week-of-work-y10
Tuesday 23/06/20	Go explore: Opportunities in Creative & Digital, Engineering & Manufacturing and in construction	https://classroom.thenational.academy/lessons/go-explore-1-y10
Wednesday 24/06/20	Go explore: Opportunities in two other sectors: Health & Social Care and Renewables.	https://classroom.thenational.academy/lessons/go-explore-2-y10
Thursday 25/06/20	Insight into the world of work	https://classroom.thenational.academy/lessons/insight-into-the-world-of-work-y10
Friday 26/06/20	Meet the team: human resources	https://classroom.thenational.academy/lessons/meet-the-team-human-resources-y10

Week 2		
Day	Activity	Link
Monday 29/06/20	Work life balance	https://classroom.thenational.academy/lessons/work-life-balance-y10
Tuesday 30/06/20	Mental health and well-being	https://classroom.thenational.academy/lessons/mental-health-and-well-being-y10
Wednesday 01/07/20	Self-awareness and reflection	https://classroom.thenational.academy/lessons/self-awareness-and-reflection-y10
Thursday 02/07/20	Meet the team: marketing	https://classroom.thenational.academy/lessons/meet-the-team-marketing-y10
Friday 03/07/20	Innovation and creative thinking	https://classroom.thenational.academy/lessons/innovation-and-creative-thinking-y10

Week 3		
Day	Activity	Link
Monday 06/07/20	Marketing campaigns	https://classroom.thenational.academy/lessons/marketing-campaigns-y10
Tuesday 07/07/20	You as a brand!	https://classroom.thenational.academy/lessons/go-explore-1-y10
Wednesday 08/07/20	Recruitment	https://classroom.thenational.academy/lessons/recruitment-y10
Thursday 09/07/20	HR recruitment	https://classroom.thenational.academy/lessons/hr-recruitment-y10
Friday 10/07/20	Understanding entrepreneurship	https://classroom.thenational.academy/lessons/understanding-entrepreneurship-y10

Week 4		
Day	Activity	Link
Monday 13/07/20	Project planning	https://classroom.thenational.academy/lessons/project-planning-y10
Tuesday 14/07/20	Meet the boss: leadership	https://classroom.thenational.academy/lessons/meet-the-boss-leadership-y10
Wednesday 15/07/20	CV creation	https://classroom.thenational.academy/lessons/cv-creation-y10
Thursday 16/07/20	Employability skills in everyday life	https://classroom.thenational.academy/lessons/employability-skills-in-everyday-life-y10
Friday 17/07/20	Reflection of the week	https://classroom.thenational.academy/lessons/reflection-of-the-week-y10

What you will need

You can complete the activities either on a computer, ipad or on your phone. You will need a pen and pad, or if you prefer to, you can write down any notes into a google/word document. Make sure to keep hold of this information as this will help you to answer the questions in the survey at the end of week 4.

Learn live sessions - <https://learnliveuk.com/videos-index/?category=careers>

You will hear them refer to 'Learn Live' sessions which are optional and in addition to the programme above. These are a host of sessions that have been recorded live and made available to view at any time. They are from all sectors, from broadcast media to construction, so if you have an idea of what you might want to do or are weighing up a few options, there will be something for you.

To make your search easier, you can use the filter tab at the top to search by sector, company name or job type. Each video varies in length but underneath each video, will be a brief overview of what it is about.

If you have any questions regarding the virtual work experience, please do not hesitate to contact Miss Lynch, careers adviser, via email llynch@stopsleyhighschool.co.uk

Stay safe,

Miss Lynch

Careers Adviser