

6 May 2021

Dear Parent/Carer

**Re: Virtual Work Experience – Tuesday 15 June 2021**

We are delighted to announce the launch of virtual work experience placements for Year 10. There are a range of opportunities to select from, through the Speakers for Schools website. Your child will work from home on this day and work through a series of online activities set by employers and achieve a certificate.

Attached is also a guide detailing the application process for students to follow. All students will need to sign up to the Speakers for Schools portal by clicking the following link - [Young person registration](#). They **must** use their Academy email to set up an account. As part of the application process your child must answer three questions set by the employer. These answers will form a critical part of acceptance on the placement, as students from other schools will also be competing for these opportunities.

Employers will aim to follow the schedule below.

Session 1: 10-11am (1 hour)

Break: 11-11.15am

Session 2: 11.15-12pm (45 mins)

Lunch: 12-1pm

Session: 1-2pm (1 hour)

Break: 2-2.15pm


Final Session: 2.15-3pm (45 mins)

All the students will need to be able to access the opportunity remotely via a computer/laptop; logged in by 9.45am ready for a 10am start. All opportunities will finish by 3pm. Their log-in details will be sent to them up to a week before the opportunity. All applications need to be completed and submitted by **May 21**. The employers will review all the applications and will confirm if the student has been successful by **June 8**.

We hope all the students enjoy their employer engagement opportunity and would encourage all students to take advantage of a virtual work placement. Those who are unable to take part will be expected in the Academy as normal. If you feel your child may require additional support to access this, please do not hesitate to contact me by email at [Josephine.warren@thebourneacademy.com](mailto:Josephine.warren@thebourneacademy.com)

Principal: Mr Mark Avoth

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In order for your child to take part we require parental consent; this can be done by completing an online form, [click here](#).

Yours sincerely

*J Warren*

Mrs J Warren  
Wider and Work-Related Learning Co-ordinator

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