

13th January 2020

Dear Parent/Carer

At The Lakes School all Year 10 students will be offered a week's work experience from **6th to 10th July 2020**. The aim of this is to help them understand the nature of the world of work and to assist in career decisions they need to make. We will be explaining the process of finding a placement for work experience in school with the students.

If you would discuss with them the type of placement they would like this will help them start to make some decisions. To help you with this Cumbria Education Business Partnership (Cumbria EBP) have put together a database which you are able to access via the internet on <https://cumbria.work-experience.co.uk/mod>

From the home page, click on login here and this will take you to the log-on page. Here are the log-on codes -

Username - Lakesstudent

Password - Windermere

(Please note that these are case sensitive)

Please could you make sure you add the code for the employer (Example Kendal College-Music is 7058) to the choices form attached.

As the returns come in we will then allocate places from the list of approved providers. **If you want to make your own arrangements, please put as much information about the place/person - Name of company/person, phone number and e-mail address** on the form attached as we may be able to accommodate a few new placements. The employer will be required to complete and return to school an Employer Consent Form which can be collected from the school office.

Could you please complete and return the Parental Consent Form to the school office no later than **Monday 29th January 2020**. Please note that we operate a first come first served system - slow return of the form could restrict choice of placement.

If you feel you need any further information or guidance then please contact me on debbie.mills@lakes.cumbria.sch.uk

Yours sincerely

Mrs D Mills
Work Experience

