

22 May 2024

Dear Parent/Carer

**Re: Year 10 Work Experience
Monday 20 – Friday 24 January 2025**

This term we are launching Year 10 Work Experience week which will be taking place from the 20 January 2025 - 24 January 2025. To provide students with plenty of time to find a placement, we would like students to start applying now, so that they do not miss out on an opportunity that may interest them.

Attached with this letter, we have put together a booklet of tips and advice. If you or your child would like any further help, please contact nextsteps@fromecollege.org Students can also pop into the Next Steps Hub at break time and lunch times.

Once your child has found their placement, they **must** complete the placement form on:

<https://www.unifrog.org/>

If a student has not already activated their account, they will need to go to:

<https://www.unifrog.org/> click on sign in and then click on resend welcome email which can be found underneath the login bar. The accounts are linked to their school email address.

As Frome is a small community, we encourage students to think about work further afield and consider towns where family and friends travel to work to help with transport.

Employers must hold “**Employer Liability Insurance**” for students to be insured.

The deadline for returning the online Unifrog placement form is Monday 4 November 2024

We hope that all the information you need can be found in the attached booklet but please do not hesitate to contact us, if you have any questions.

Yours sincerely



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