

Co-op Academy Bebington
Higher Bebington Road
Bebington
CH63 2PS

13th March 2025

Dear Parent / Carer,

It is our aim that all students in Year 10 are going to be on work experience from Wednesday 2nd to Friday 4th July 2025. In this period their timetabled lessons will be suspended.

ALL students will attend as normal on Monday and Tuesday of that week. If they are on placement, they will begin this on 2nd July - 4th July

For those students who do not have a placement, they will remain in school full time and complete work related learning activities.

If your child has not yet secured a placement or recorded it on Unifrog, we would appreciate you supporting them to find a placement over half term.

Could they go with you to your workplace?

Do you have family members or friends who could host them?

We are using Unifrog (www.unifrog.org) to manage the administration of the work experience programme.

The deadline for students to add the placement to Unifrog is **Monday 16th June**.

Mrs Heald in the Careers Office can help with this. Please ask your child to bring the following information

- Name of employer
- Employers address
- Employer's phone number
- Employers email address

If students do not find a work experience placement or add it to Unifrog by this date, they will be expected to attend school as usual during this week.

Thank you for supporting your child to find work experience.

Kind regards,

Mrs Hesketh: Career Leader and Deputy Headteacher

Mrs Heald: CEIAG Coordinator