



Ridgeway Academy

'Everybody can achieve'

Headteacher: **Mrs S Mitcherson**
Deputy Headteacher: **Mr D Bullock**
Deputy Headteacher: **Miss J Smith**

Herns Lane
Welwyn Garden City
Hertfordshire
AL7 2AF

29 September 2022

t: 01707 351350

f: 01707 351357

admin@ridgeway.herts.sch.uk

www.ridgeway.herts.sch.uk

Dear Parent/Carer

Year 10 Work Experience – 12th July -14th July 2023

As part of Ridgeway's Careers Education, a very important event for Year 10 students is the three-day Work Experience Week. This is an excellent opportunity for students to engage in work, build their skills and consider their personal career pathway. All these documents can also be found on our website on our work experience page.

All students take responsibility to find a placement privately. Finding a placement can be a challenge, but evidence has shown that the experience gained by the young people, during both the search and the placement, contribute significantly to their personal development, maturity and employability.

As students are securing a private placement they must complete all forms on their Unifrog account. If they have forgotten their details for Unifrog they can see Mrs Merrigan. The employer and parents/carers will also be prompted by Unifrog via email to complete a section to enable the placement to be viable.

Should you have any questions or concerns, please do not hesitate to contact us on workexperience@ridgeway.herts.sch.uk.

Alternatively, they can speak to myself, their Form Tutor or Head of Year.

Yours sincerely,

Mrs S Merrigan
Assistant Headteacher- Pathways

