



PERINS
SCHOOL



Year 10 Work Experience

Monday 23rd March – Friday 27th March 2026



Why do it?

Proven to help students with their employability skills;

- Gaining a better understanding of the world of work
- Self-confidence and communication skills
- Discover what employers are looking for when hiring...

...and much more!

Partnership with EBP South

- Working alongside EBP to secure placements
- EBP complete all the checks and paperwork
- Consent paperwork is sent home, and parents/carers should sign this and return to school
- EBP will charge the school a fee per student per secured placement.
- **The school is asking for a £30 donation towards the cost of securing your child's placement.**

Securing a placement

- Find a placement for your child
- Ask the employer to complete this 'Own Placement form'.
- Must be signed by employer, student and parent/carer
- Return to school

Employer Liability is a MUST!



Student's Name:		Date of Birth:	
School:			
EMPLOYER			
Company / Organisation name			
Nature of business		No of employees	
Main contact person		Position	
Workplace address		Postcode	
		Employer's Liability Insurance	
		Insurer	
		Policy Number	
Tel	Mobile	Expiry Date	
Email			
Placement Details			
Job Title			
Job Description (Please list the key tasks and / or activities that the student will undertake)			

EMPLOYER CONFIRMATION AND AGREEMENT	
I confirm that:	
<ul style="list-style-type: none"> - to the best of my knowledge and belief, the information given above is correct. - I have read the attached Letter of Understanding and that all the points are acceptable to me. - I confirm that the Job Description is correct. 	
As representative of the employer I agree to the student named above working on our premises, and to abide by all legislation relating to Equal Opportunities, Health and Safety and Child Protection. I will arrange for my Employer's Liability Insurance to provide cover against accident and injury caused to the student by negligence of the employer or another employee and will accept or insure myself against liability for loss, damage or injury caused by the student in the same way as for other paid employees. My company/organisation has prepared a Risk Assessment (if applicable) and a safe system of work which covers all the tasks we expect this student to undertake.	
Employer signature _____	Date _____
Name _____	
STUDENT	
As the student named I agree to take part in this work experience programme. I also agree to hold in confidence any information about the employer's business which I may obtain during this work period and not to disclose such information to any other person without the Employer's permission. I also agree to observe all safety, security and other regulations laid down by the Employer and made known to me either by the Employer's representative or by the displayed instructions. I will pass on to my parent or guardian any information, given to me by my employer, which may affect my personal health, safety or welfare.	
Student signature _____	Date _____
PARENT / CARER with legal responsibility for the student	
As parent / carer of the student named above I confirm that I have read and understood this form, and the Job Description and Health and Safety Statement. I agree to his/her taking part in this programme and undertake that he/she will observe the conditions set out above. I confirm that he/she does not suffer from any medical or other condition which could result in unnecessary risk to his/her health or safety or to the safety of another person. (Should you be in any doubt please consult the teacher responsible before signing this form).	
I confirm that if he/she leaves the employer's premises during lunch or break periods, no liability can be accepted by the employer or the school for any incident that may occur. Once on the placement, parents should discuss the arrangements for lunch and break periods with their child and make sure they are suitable.	
Signature of Parent / Carer _____	Date _____
Name _____	

Securing a placement

- Return to school- There will be a work experience tray on the Student Services desk.
- School will send the form to EBP South to do their checks and sign off the placement
- A consent form will be generated, and school will send this out to parents/carers
- Please sign this and return to school
- The placement is then complete!

Student's Name:		Date of Birth:			
School:					
EMPLOYER					
Company / Organisation name					
Nature of business		No of employees			
Main contact person		Position			
Workplace address		Postcode			
				Employer's Liability Insurance	
				Insurer	
		Policy Number			
Tel	Mob		Expiry Date		
Email					
Placement Details					
Job Title					
Job Description (Please list the key tasks and / or activities that the student will undertake)					
Requirements (special requirements, including any dress code, that apply to this job)					
No of working days:	Start date:	End date:			
Working times / meal breaks:					
Would you offer this opportunity to another young person: YES NO (please circle)					
Risk Assessment					
<p>The Management of Health and Safety at Work Regulations place a duty on employers and the self-employed. The duty states that the employer shall make a suitable and sufficient assessment of the risk to employees.*</p> <p>This includes employees who are classed as a child (below minimum school leaving age) and a young person (over minimum school leaving age, but under 18 years of age). Both of these definitions may be relevant to students on work experience.</p> <p>In addition, "Every employer shall, before employing a child, provide the parents/guardians of the child with comprehensible and relevant information on the risks identified by the assessment and the preventative and protective measures"</p> <p>More information available at: http://www.hse.gov.uk/youngpeople/workexperience/placeprovide.htm</p>					

WORK EXPERIENCE

A list of documents and resources to assist our students with finding their placement.

Work Experience Powerpoint

You can view our Work experience PowerPoint in partnership with EBP South here:

WORK EXPERIENCE



Own Placement Form

OWN PLACEMENT FORM



School Life

Calendar

Careers Programme

Work Experience

Careers Programme

Are you an Employer? Get In

Touch

Explore Careers

Year 10

Leaver Destinations

Information

Exams Information

Catering at Perins

Where do I find the Own Placement Form?

- All tutors will have paper copies available to give out to students if you need it printing
- Electronic copies are available from the website, a link to this is in the information letter, as well as below.

<https://www.perins.net/school-life/careers-programme/work-experience>

Last messages

Important Dates

8th January 2026 – Deadline for Own Placement forms to be handed in to school

20th March 2026 – All consent forms returns to school

Monday 23rd- Friday 27th March – Work experience

- Any questions please email [**workexperience@perins.hants.sch.uk**](mailto:workexperience@perins.hants.sch.uk)
- If you need any help finding your child a placement, please either contact your child's tutor or use the email address above.
- Please use your child's Scopay account to donate £30 towards their placement fee
- Once a placement is completed, we strongly suggest that students contact the employer before the placement is to start.