

17 April 2023

Dear Parent/Carer

Medina College will be participating in an annual 'Work Shadowing' event on Tuesday 4 and Wednesday 5 July 2023.

This opportunity aims to give Year 10 pupils an initial insight into a working environment and to continue to encourage them to plan for their future. We feel that students gain a great deal from this experience and truly helps them towards decision making altogether regarding careers and education.

Students can attend work with a parent/carer, other relative or friend.

To enable us to know which children will be taking part, we would be grateful if you could complete and return the attached form to Miss Magee in the Careers Office as soon as possible and no later than Friday 12 May 2023. This will allow three weeks to ensure the form is signed by the employer.

It is also essential that participating employers have the required insurance to allow a young person on site, however the safety and general conduct of the student will be the responsibility of the parent/carer for the day.

Students not participating will be expected to attend lessons as usual.

Unfortunately your child will not be allowed to participate unless we have a completed form.

I will not contact the employer or yourself and will organise this based on the information you provide. I will contact you only if I have any queries.

If you require any further information please contact: Zoe Magee on 301384 or zoe.magee@iwef.org.uk

Yours faithfully



Miss Zoe Magee
Careers Assistant