



# Dronfield Henry Fanshawe School

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Success with Care

Headteacher: Mr M. J. Cooper



Ref: LB

Date: 9<sup>th</sup> July 2025

Dear Students/Parents/Carers,

## Year 10 Work Experience May 2026

We are writing to inform you of the school's plans regarding work experience for Year 10 students next May along with our work experience programme on Unifrog. All year 10 students should have received an email from Unifrog with details on how to create an account.

Work Experience should be seen as an important part of the curriculum for all the students. Placements will be for **one week commencing Monday 11<sup>th</sup> May 2026**. It should not be looked at as training for a particular occupation or the first step of sampling a chosen career. It should be viewed as an integral part of the process of preparing young people for the world of work. This involves detailed preparation and involves the socialisation of students into an entirely different environment to that of the school. It should be an interesting and stimulating period that enables the students to gain an insight into employment.

We actively encourage students to arrange their own work experience placement; this is a practice which helps to build their job seeking skills. By setting up their own placement the student can gain many useful skills. Please bear in mind that other schools are also completing work experience so you will need to speak to employers sooner rather than later to avoid disappointment.

Support is available to every student if required. Please contact [lbroomhead@dhfs.uk](mailto:lbroomhead@dhfs.uk), or alternatively, students are encouraged to visit me in lower A Block (across from A2) to discuss their options and possible placements, including navigating the Unifrog system.

In preparation for work experience we are asking you to discuss with your child which occupational area they may wish to undertake their work experience placement in. Not only is the educational and career development of your child very important to us, so is their wellbeing and health and safety.

Your child should stay in regular contact with me throughout the work experience process. My office is in lower A Block across from A2.

Finding out more about Unifrog:

- Unifrog have created a set of guides about placements which you can find [here](#).
- Within this set of guides, [this](#) is the best one to start with (it includes a short animation of how the whole process works).



Some important logistics:

- Students should agree the placement with the employer **first**, and then students get the ball rolling by adding the placement to their Unifrog account (they'll find the Placements tool on their Unifrog homepage).
- The Unifrog system will then email the employer, the parent / carer, and the school, to collect the necessary information and permissions. For the process to work, it's essential that students add the initial information about the placement accurately.
- **The deadline for getting placements on the Unifrog system is 4pm Friday 27<sup>th</sup> February 2026.**

Yours sincerely,

*L. a. Broomhead*

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