



Shropshire
Gateway
Educational Trust

Lacon Childe School

...more than just a school

Headteacher – Stuart Weston
Deputy Headteacher – Rachel Croxton-Broome



8 October 2025

Year 10 work experience

Dear Parents/Carers,

All students in Year 10 will complete a week of work experience between the 6 July and 10 July.

Work experience gives students the chance to learn about what type of job they might enjoy, and develop their understanding of the skills that they may need in the workplace. It can be one of the most transformational experiences young people have during their education.

With the help of members of staff at the school students will need to organise their own work experience placements. We will be using Unifrog (www.unifrog.org) to manage the administration of the work experience programme.

Some important logistics:

- Students need to agree the placement with the employer **first** and then add the placement to their Unifrog account.
- 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.**

Finding out more:

- 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).
- [Next we recommend looking at this one](#), because it includes advice on how to find a placement.

Next steps:

- Please read the placement guides on Unifrog, and then start contacting possible hosts for the placement
- If you have any questions, please contact Miss Koziel at school on Aleksandra.Koziel@laconchildeschool.co.uk

Your sincerely

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The Shropshire Gateway Educational Trust