

INTRODUCTION TO...



E X P E R I E N C E

Monday 12th – Friday 16th July 2027



WHY DO WEX IN YEAR 12?

- ✓ Insight into specific profession
- ✓ Real-world, first-hand experiences
- ✓ Networking opportunities



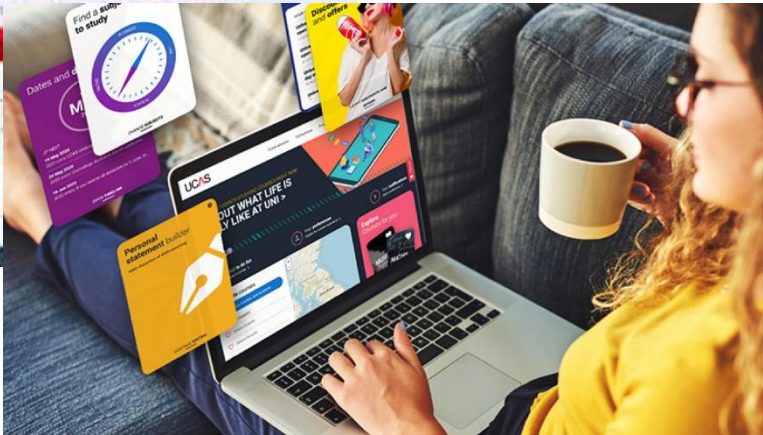
DEVELOP EMPLOYABILITY SKILLS...



...and build confidence and independence.



...SOMETHING TO SHOUT ABOUT!



- ✓ UCAS Personal Statement
- ✓ Apprenticeship Application
- ✓ CV and interviews

WORK EXPERIENCE OR VOLUNTEERING

Any work experience or volunteering you have done can be a valuable source of evidence of your knowledge, skills and attributes. You may be asked to describe work experience at different stages of the application process, so it is a good idea to prepare a list of anything you have done and for each thing, include:

- What, where and when the experience was.
- What you did and what your responsibilities were.
- Which skills you developed.
- Anything you accomplished.
- Any praise you were given.



What, where, when?	What were your tasks and responsibilities?	Which skills did you develop?	Did you achieve or accomplish anything?	Were you praised for anything?
Four days of work experience in local hotel. May 2022.	• I spent one day with each of the different hotel departments, learning about the tasks and functions including kitchen, housekeeping, reception and restaurant.	• In the kitchen I learnt about stock keeping, prepping vegetables and menu planning. • In housekeeping I learnt about making beds. • In reception I learnt about customer service. • In the restaurant I learnt about setting tables, silver service and allergies.	• At the end of the week I was asked to prepare a presentation to the duty manager where I set out an idea based on tasks I'd been involved with. • My idea was to reduce plastic waste by switching from small toiletry bottles to re-fillable wall dispensers	• The duty manager said I was a really good addition to the team. • On reception they said that I had good customer service skills and was very polite to the customers.

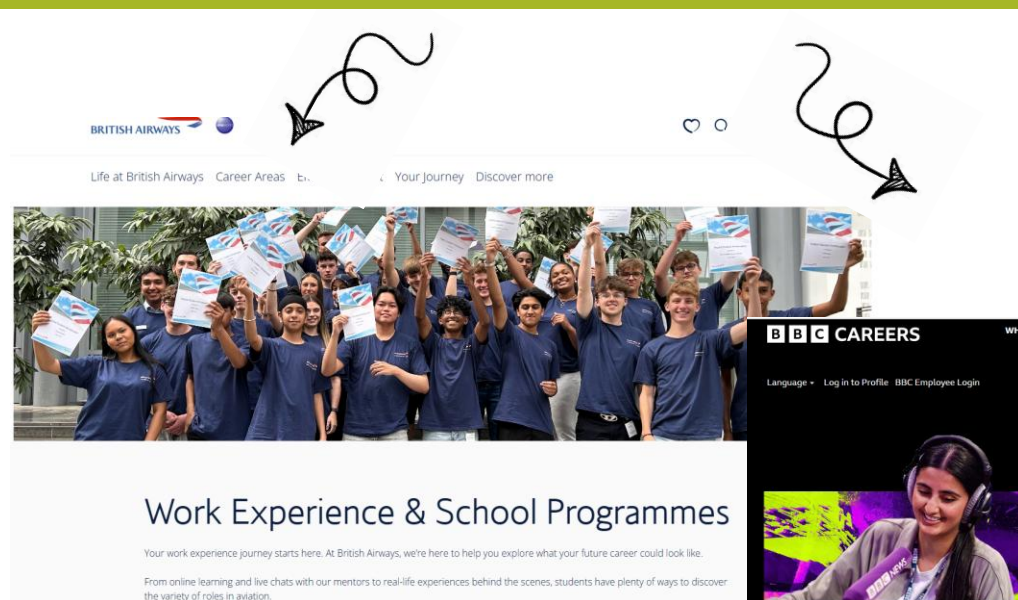


Step 1

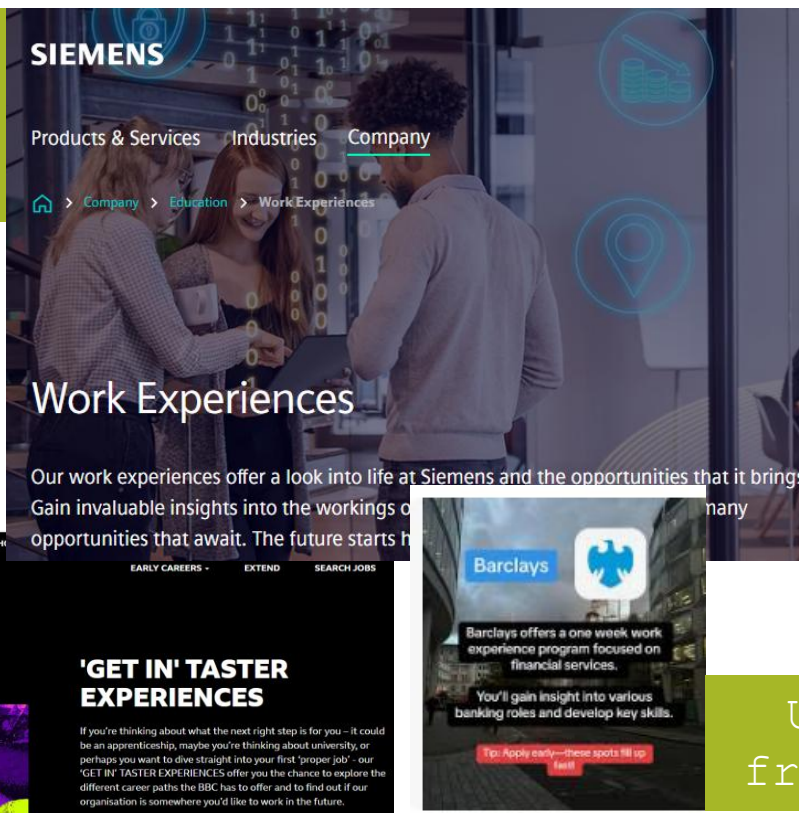
FINDING A WEX PLACEMENT...

- ✓ You will need to **arrange your own** WEX placements!
- ✓ Think about what **type** of work **interests** you.
- ✓ **Research** companies and make a **shortlist**...

Remember to check out
company websites and
social media too!



The screenshot shows the British Airways website with a navigation bar including 'Life at British Airways', 'Career Areas', 'Your journey', and 'Discover more'. Below the navigation bar is a large group photo of students in blue uniforms holding up certificates. The main heading is 'Work Experience & School Programmes'. Below this, it says 'Your work experience journey starts here. At British Airways, we're here to help you explore what your future career could look like.' and 'From online learning and live chats with our mentors to real-life experiences behind the scenes, students have plenty of ways to discover the variety of roles in aviation.'



The screenshot shows the Siemens website with a navigation bar including 'Products & Services', 'Industries', and 'Company'. Below the navigation bar is a heading 'Work Experiences' with a subheading 'Our work experiences offer a look into life at Siemens and the opportunities that it brings. Gain invaluable insights into the workings of the company and the opportunities that await. The future starts here.' Below this is a section titled 'GET IN TASTER EXPERIENCES' with a subheading 'If you're thinking about what the next right step is for you - it could be an apprenticeship, maybe you're thinking about university, or perhaps you want to dive straight into your first 'proper job' - our 'GET IN TASTER EXPERIENCES' offer you the chance to explore the different career paths the BBC has to offer and to find out if our organisation is somewhere you'd like to work in the future.'



The screenshot shows a Facebook post from 'Ellendale Environmental' dated '19 Jul'. The post is titled 'Student Work Experience' and says 'This week we've had Matilda join the El... See more'. Below the text are four photos: a person in a beekeeping suit, a person in a high-visibility jacket, a person in a hard hat, and a person in a hard hat. The post has 21 likes and 4 shares.

Use **personal contacts**
from **family** and **friends**!

SOME IDEAS TO GET YOU STARTED...



Accountants
Architects
Art Studios
Care Homes
Charities
Churches
Dance Schools

Pet Groomers, Dog walkers & Kennels
Engineering
IT Companies
Estate Agents
Farms
Garages & Mechanics
Gardening & Grounds Maintenance
Gyms & Sports Centres
Hair and Beauty Salons
Laboratories
Local Government
Medical Settings, Hospitals & Doctors
Military - Army, RAF, MOD

Museums
Office Work
Restaurants, Hotels & Cafes
Primary Schools, Preschools
& Nurseries
Shops & Supermarkets
Solicitors & Courts
Spas
Theatres
Universities
Vets
Wildlife Rescue Centres



**Contact
employers...**
by email,
phone or in
person...

VIRTUAL WEX...

Online, employer-designed programmes



www.springpod.com/virtual-work-experience

- ✓ Learn about a **profession** and complete **real-world tasks**
- ✓ **Webinars, virtual tours** and **live sessions** with **industry experts**.

Look out for other **VWEX opportunities** in weekly emails from Mrs Silverton



EXPLORE THE LATEST PROGRAMMES

 British Library Work Experience THE BRITISH LIBRARY VIRTUAL · START NOW Introducing the world of British Library. Discover career opportunities and hear from leading industry experts! Start	 The World of a Housing Developer & Social Landlord ASTER GROUP VIRTUAL · COMING SOON Eligibility criteria Want to learn about the range of rewarding careers available at Aster Group? Come with us as we embark on a journey through the... Apply	 Business Admin Work Experience with Specsavers SPECSAVERS VIRTUAL · START NOW Explore Specsavers behind-the-scenes: law, tech, IT, marketing, finance, logistics & more in this exciting VWEX programme. Start	 Technology Work Experience with Siemens SIEMENS VIRTUAL · START NOW Join Siemens Virtual Work Experience. Explore company functions, employ skills, interactive quizzes & activities Start
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WORK EXPERIENCE PROGRAMMES

Find the right career path for you, in your own time!

Navigating the world of work can be daunting and stressful. We understand, we've been through it with thousands of students, we feel your pain. Complete our experiences around your studies and begin your career now.

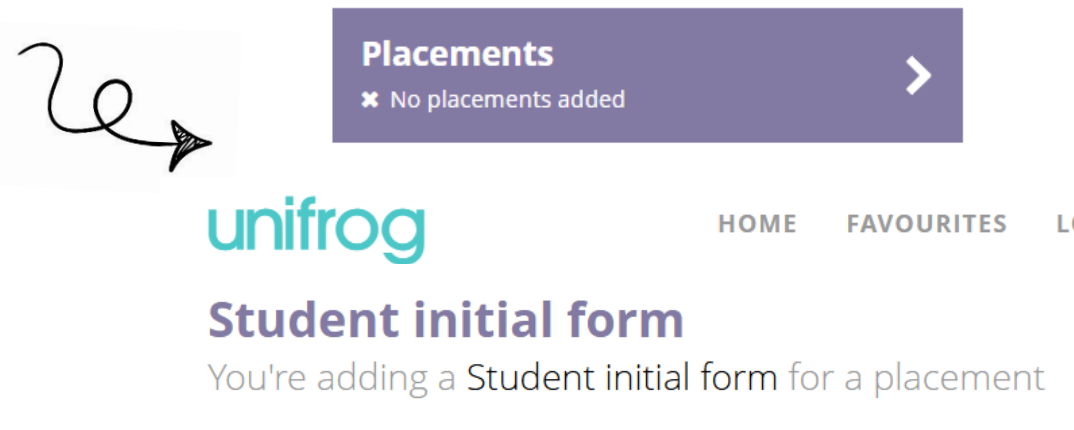
[Find work experience](#)

Step 2

TELL US ABOUT IT!...

- ✓ Add your placement details online using the **UNIFROG 'Placements Tool'**

unifrog



Today you will receive a 'Welcome to Unifrog' email with **your login** and a **SMHW task** to introduce you to the platform.

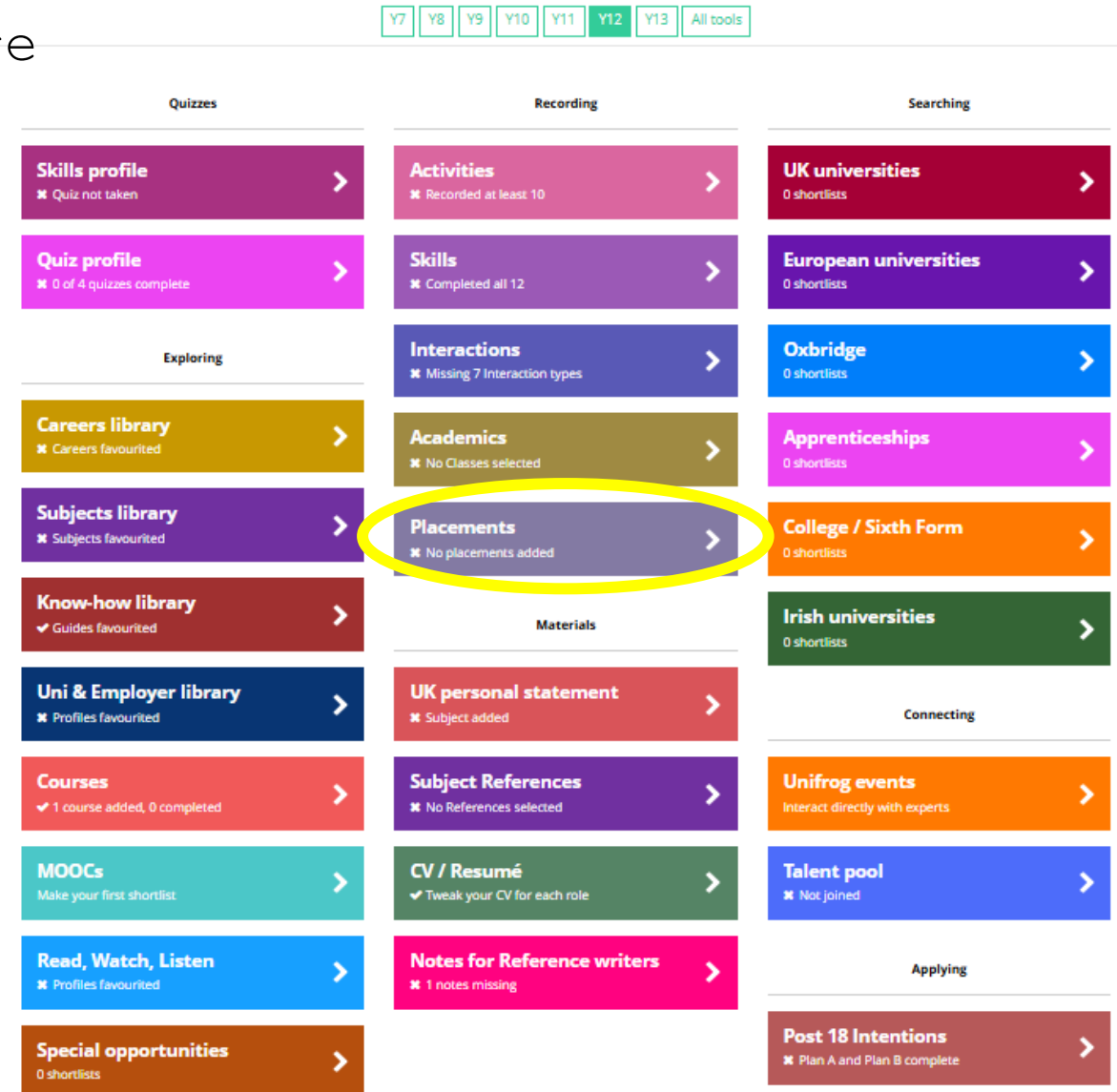
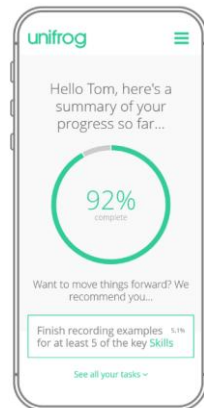
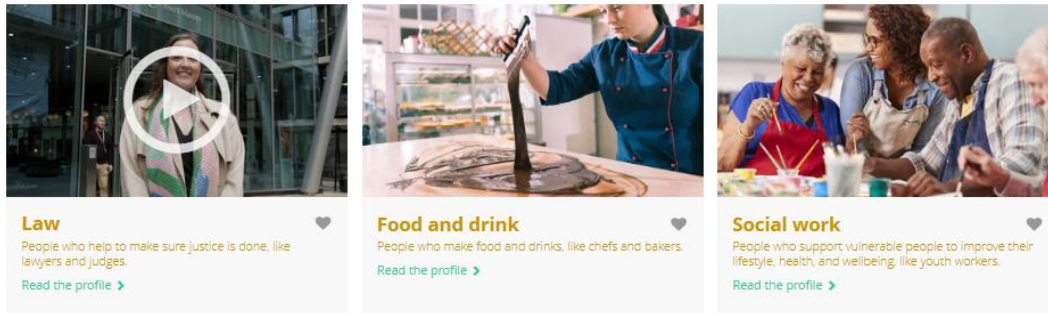


UNIFROG www.unifrog.org

- ✓ Online **Careers Platform** – explore universities, apprenticeships, careers resources, virtual WEX and lots more.

Career sectors

Here are some sectors you might be interested in [See all Sectors](#) >



STUDENT WORK EXPERIENCE JOURNEY

DEADLINE

Work Experience Dates:

12-16th July 2027

(flexibility with dates in Year 12)

Placement Forms to be completed by:

Monday 12th April 2027

(first day back after Easter holiday)

Step 1

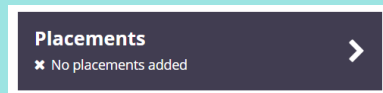
Finding a placement

Students contact **employers** via email, phone or in person.



Step 2

Once you've got a place, complete the **Placement Form** on Unifrog.



Step 3

Your **employer** and **parents/carers** will confirm the placement via an **online form**.



Step 4

Mrs Gardyj
(WEX administrator)
approves your placement* and you are all set to go!



please note: whilst students can record their placements on Unifrog throughout the autumn term, the school's approval and processing of forms will **begin in Term 3 (after Christmas).*

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WEX Support in School

- **Mrs Silvertton**—Careers Lead (Mon, Tues & Thurs—Careers Office)
- **Mrs Gardyj**—6th Form & WEX Administrator (Tues—Thurs, Study Area)
- Plus...**Year 12 Team** and **Tutors**

Email: wex@hardenhuish.wilts.sch.uk