



South Dartmoor Community College

Executive Head teacher | Mrs J Veal
Balland Lane | Ashburton | Devon | TQ13 7EW
01364 652230 | www.southdartmoor.devon.sch.uk

Empowering everyone to be the best they can be.



10 November 2025

Dear Parent / Carer

RE: YEAR 10 WORK EXPERIENCE

We are happy to announce that Year 10 Work Experience will be Monday 20 July to Wednesday 22 July (inclusive) 2026. This is a wonderful opportunity to experience the world of work and to gain new skills.

It is the responsibility of your son/daughter to find a placement and to gather details about it, i.e. start/finish/lunch time, clothes to wear etc. Please read the student information booklet for guidance.

Students may seek advice by messaging careers at careers@southdartmoor.devon.sch.uk.

This year we are using a new system for work experience on Unifrog which will require all students to log on and complete their own work experience form (PowerPoint help attached); the deadline for completion of this is Monday 20 April 2025.

If you are helping your son or daughter find a placement, please bear the following in mind:

- It is not our policy to place students where the student has a part-time job.
- Transport is your / their responsibility.
- All employers **MUST** hold **BOTH** Public Liability and Employer's Liability Insurances. Where these are not in place, we cannot approve a placement.
- We will not approve placements where the student is working on their own with just one person (lone worker).

Prior to attending Work Experience, the placement must be signed off by the school and this will only be done if all the paperwork (on Unifrog) is in place. Please do not hesitate to contact me if you need some support or if you have any questions (careers@southdartmoor.devon.sch.uk).

We hope your son/daughter has a rewarding experience.

Kind regards

Mrs J Randell
Careers Advisor

Truth Respect Equality Excellence