



Kelvin Hall School, Bricknell Avenue, Hull, East Yorkshire HU5 4QH
Telephone: (01482) 342229 Fax: (01482) 346817
Email: info@kelvinhall.net Twitter: @kelvinhall_hull www.kelvinhall.net

Executive Headteacher (Thrive Trust): Mr P Cavanagh
Head of School: Mr C Leng
Deputy Headteachers: Mrs C Grandidge, Mrs L Piercy, and Mr J Shaw

08/11/23

Dear Parents/Carers,

Our Year 10 pupils will be taking part in one week's work experience from Monday, 18th March to Friday 22nd March, 2023.

Pupils are advised to find their own work placements, and all placements are required by law to be health & safety checked, and covered by employer liability insurance. To allow adequate time for the necessary checks to be carried out, pupils are given a deadline of Friday, 16th December 2023 to find an appropriate placement.

You can view the information video using the link provided below:

<https://kelvinhall.net/parents-careers#work-experience-for-students-and-parents>

The video clip outlines the procedure for work experience and covers the documentation attached:

- **Self-found form** – to be completed by the employer when the student has found a work placement (students have also been provided with a paper copy of the form).
- **Parental consent form** - allows parents to provide us with up-to-date contact details, and health and/or welfare concerns. You can access this form here: <https://forms.gle/c5s68bXCbml6rkEs8>

The Self-found form can be returned to the Careers department in school in 1-36 or 1-37 (in the corridor just to the left of Student Services).

If you have any questions regarding work experience, please email careers@thrivetrust.uk or contact us on 01482 342229.

Yours faithfully,

Mrs Hood
Trust Careers Leader
Kelvin Hall School