

## **YEAR 10 WORK SHADOWING DAY FACTSHEET FOR PARENTS/CARERS**

We hope that the following will give you an insight into Work Shadowing and answer any questions you may have.

### **When is Work Shadowing Day?**

Work Shadowing for Year 10 students is taking place on 16<sup>th</sup> July 2024.

### **What is Work Shadowing?**

It is an opportunity for students to go to work with a parent/guardian, relation or family friend for the day and get a real-life insight into the world of work.

### **Why work shadow?**

Students will be able to experience the world of work away from the classroom environment. Work shadowing encourages students to appreciate the distance people have to travel to work, relationships formed in a business environment, the variety of skills that a job requires and how technology is applied.

### **What if I do not work or cannot take my child to work with me?**

The project is flexible, so you can nominate a family member or friend who is able to take your child to work with them.

### **Is it safe for me to take my child to work?**

Work shadowing involves individual students spending time with a family member, family contact or their previous school from the world of work as they go through a typical working day; it is not work experience and students are not expected to do any 'work' during this activity. Rather, it is an opportunity to observe what goes on in the workplace, talk to employees, experience the environment and what a workplace 'feels' like. If the employer is happy for them to get more involved in any work activity under supervision this is much to the student's benefit but is at the employer's discretion.

Before the placement takes place, you will be asked to confirm that the employer has the relevant insurance in place. Generally, children will be classed as visitors on their work shadowing day, so if your place of work accepts visitors their current insurance policy should provide the relevant cover. Personal insurance for children can, of course, be obtained privately if you wish.

### **What if I work from home?**

Your child can shadow your normal working day as many jobs now include some work at home.

### **How can I prepare for the day and what tasks can my child do?**

The idea is for the students to observe their parent/guardian or someone known to them undertaking tasks that crop up in a regular day. If the employer is happy for them to get more involved in any work activity under supervision this is at the employer's discretion – tasks must be suitable for the child's age and inexperience. Understandably there may be some elements of a job that children are not able to undertake, for example handling sensitive information or machinery, but generally there will be tasks that they may be able to do.

### **What happens after the Work Shadowing Day?**

Once work shadowing is complete, students need to complete the feedback form sent out to their school email address via Unifrog, and add the details of the Work Shadowing onto [www.unifrog.org](http://www.unifrog.org), our careers platform