

# BISHOP



# RAMSEY

Church of England School  
Executive Head and CEO: Dr Hilary Macaulay

19<sup>th</sup> January 2023

Dear Parent/Carer,

### **Year 10 Work Experience Placements**

Thank you to those of you who have already submitted the forms for work placements via Unifrog. Could I remind those of you who have not yet submitted these forms to do so **as soon as possible** to enable us to complete the necessary checks and process the placements. This is done through your child's [Unifrog account](#), which then sends the employer a link to complete.

All students should now have informed Mrs Chandarana whether they have a placement or not. The final date by which all forms need to be submitted by Unifrog is Friday 3<sup>rd</sup> February 2023.

If your child does not have a Work Experience Placement in place, please can you ask them to see Mrs Chandarana in ZLG03 in order that she can help them with this.

If you would like more information on how to submit the forms on Unifrog, please do not hesitate to contact Mrs Chandarana directly on 01895 671071 or if it is easier, request that your child goes and asks Mrs Chandarana for assistance.

Thank you very much for the support given to ensure that your child has a useful and rewarding work experience placement.

Yours sincerely,

**Mrs D Williams**  
Head of Careers, PHSE and Citizenship  
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Work Experience Co-ordinator  
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