**WORK EXPERIENCE – 16TH-20TH OCTOBER 2017**

**What do I need to do? – Deadline 14th July 2017**

**Research**

* Talk to your network of contacts, parents, tutor, teachers, and relatives.
* Look at school list/database for inspiration.
* See Mrs Farmer for extra support/advice.

**What you MUST do:**

* **Confirm they have Employers Liability Insurance.**
* **Obtain confirmation from employer**.
* **Tell Mrs Farmer – email/fill in form**.

**Ready to apply – some options:**

* Send a letter and attach your up-to-date CV.
* Telephone the employer.
* Visit with a copy of your CV to ask for work experience.

Congratulations ☺

* Check weekly up-date list - you should now be Yellow/Green.
* That’s it until September!
* Well done.