The background of the entire image is a solid light blue color. Overlaid on this background are several dark blue silhouettes of people, likely graduates, holding up their graduation caps (mortarboards) in the air. The silhouettes are positioned around the central text, with some caps held high and others slightly lower. The overall composition is celebratory and academic.

HIGHER EDUCATION EVENING

Tuesday 21 January

Outline of this evening:

- Apprenticeships
- Work Experience Outline
- Introduction to UCAS



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HIGH SCHOOL FOR GIRLS

Apprenticeships

Ms. Harshmeet Kaur



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Work Experience Week

23rd - 27th June 2025



Why do we have a week for work experience?

Work experience is a great way for students to gain practical and transferable skills and knowledge

Work experience benefits students by:

- Making them **stand out** in University applications and also job applications during/after university
- Allowing them to **master soft skills** such as communication, teamwork, and problem-solving and more
- Providing them with **transferable skills** they can draw upon in interviews/UCAS applications/part-time jobs
- Giving them **invaluable practice** in filling application forms, working on their CV and interview skills
- Helping them discover their **strengths, values, motivations and interests**
- Offering them the opportunity to **explore ideas and options** for their career



How students should find Work Experience

- Apply directly on a company's **work experience program** (if they have one)
- Make **speculative enquiries** using CV & covering letter
- **Email or call employers** to see if they have any opportunities
- Let us know early if they struggle to find work experience

Please note:

- the employer MUST have a ***valid* EMPLOYER'S LIABILITY INSURANCE** certificate i.e. it covers the dates of the placement: 23rd - 27th June 2025
- This is very important as without it, we cannot approve the placement

Students use UNIFROG to manage the entire process

unifrog

- Students add their placement to UNIFROG
- Automatic letters are sent to employer and school to approve
- Employer uploads their valid Employer Liability Insurance
- Parents/carers receive notification and link to give online consent
- School during-placement check-in
- Everything in one place!
- Employer review / Student review once placement is completed



Work Experience placement rules:

- Students **MUST** not forget to ensure the employer has a **valid Employer's Liability Insurance certificate** i.e. it covers the dates of the placement (23rd-27th June 2025). If the employer is unable to provide a valid certificate for any reason, the placement will not be approved. Please note: public liability insurance is not the same thing and does not replace the employer's liability insurance
- We suggest students find a placement at an external organisation so they meet and network with new people. Ideally the placement should not be at a parent or other relative's company and this will **ONLY** be approved if the company employs more than 3 people AND has a valid Employers Liability Insurance certificate. If the company is exempt from needing employer's liability insurance, the placement will not be approved as it is an essential requirement
- The placement employer **CANNOT** work from home or a residential address even if the company is registered there - this includes outbuildings at a residential address. The employer must have a separate and dedicated office or place of work (we check this for each placement)
- Work Experience Placements **HAVE** to be UK based
- Students should **NOT** leave finding a placement till a few weeks before the deadline - it takes longer than you think. Please encourage them to start applying from now



Important things to note...

- Deadline: students must have placement organised by:
 - 23rd May 2025 - at the latest, ideally much earlier
- DBS required?
 - For some primary school, nursery or care home placements - students applying should check with employer. The school does not arrange this: in most cases the employer does or if they do not, then students will have to arrange this themselves (there is usually a small fee)
- Start early
 - It takes time to find a placement because not everywhere students apply will respond back quickly or at all
- Any students who do not manage to find a placement by the deadline of 23rd May 2025, will have to attend school for the week and will be given responsibilities to help onsite with Activities Week. No extension to the deadline will be granted

This is a fantastic opportunity - we hope all the students take advantage of it!



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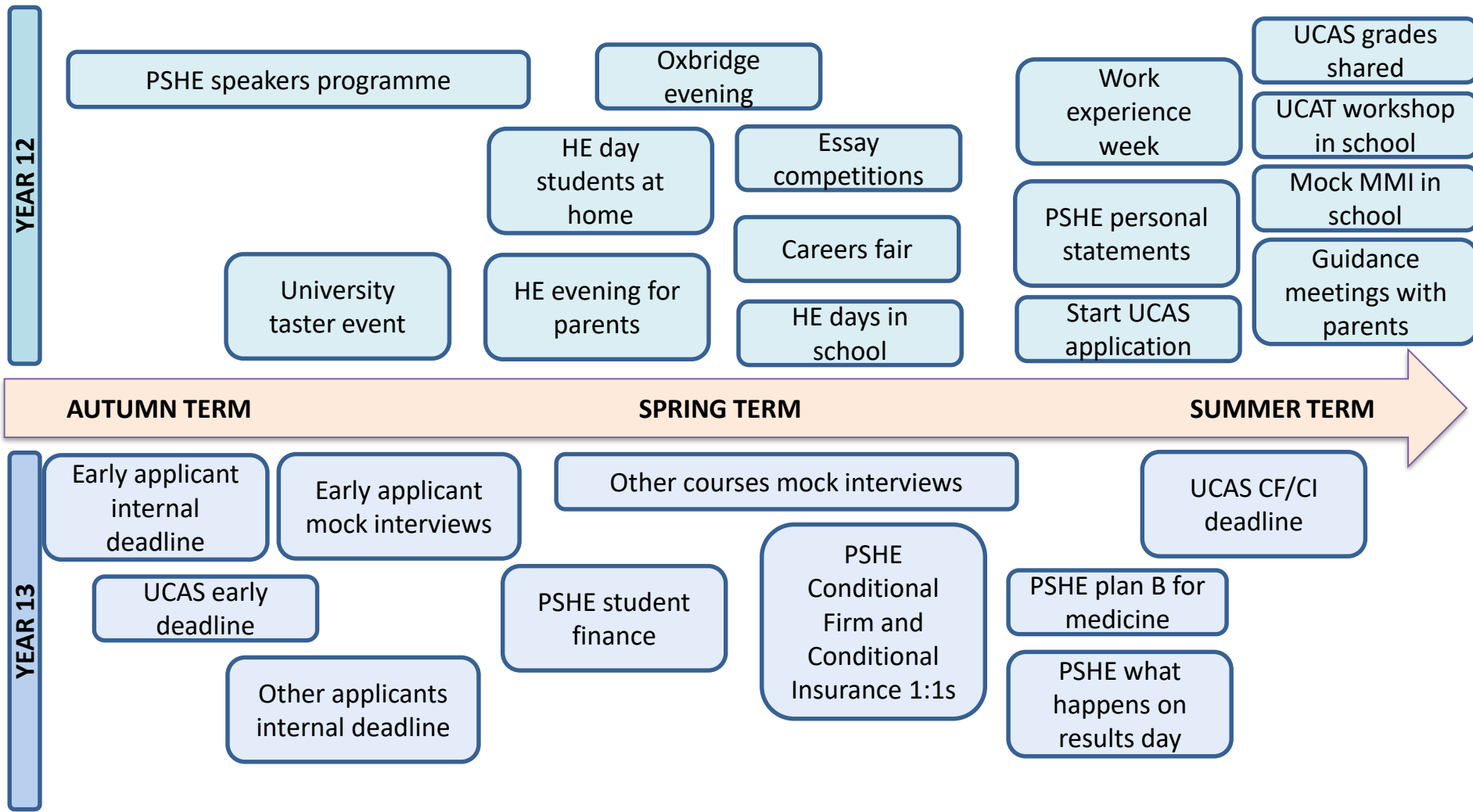
Leicester University

Dr. Alisha Mohindra



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The UCAS Journey



Dates for your diary

- After Half-term – Oxbridge Evening
- March 11 - Year 12 Parent-Teacher Consultation Evening
- May 5 – 22 – Year 12 exams
- May 22 and 23 – Higher Education Days
- June 23 - 27 – Work Experience Week
- June 30 – Year 12 reports sent home
- July 3 - Guidance Meetings (subject working from home day).
- July 3 - UCAT workshops in school -tbc.
- Apprenticeship workshops date tbc.

Year 12 exams - May

Year 12 exams are the key factor in determining UCAS predicted grades

If your daughter gets an E or U in a subject, they will have a resit exam in September

The purpose of this resit exam is to ensure they have consolidated Year 12 material and closed gaps in knowledge from their Year 12 exams so that they are ready for Year 13.

The resit will **NOT** change their predicted grades.

Sixth Form Days Out Guidance

In order to recognise the many enrichment opportunities available to you as a Sixth Form student you will be allowed up to three days absence to attend university open days and/or offer days.

Please note the following:

- *If a student's attendance and punctuality are below 95%, they may not be given permission to attend university open days.*
- *If a student's progress and/or engagement in lessons are poor, they will not be given permission to attend university open days.*
- *Requests for absence for work experience will not be authorised. There is a designated work experience week in the summer term.*

University open days will not be authorised after the Easter Holidays until the end of the exam period, including during our in-school Higher Education days in May of Year 12 or during work experience week.

If you are planning to attend a university open day you must complete an online leave of absence form at least 4 school days prior to the visit (the four days' notice begin the day after the form is submitted).

Leave of Absence Forms

- Leave of absence forms can be found on the school website
- [Nonsuch High School for Girls - Sixth Form Leave of Absence \(nonsuchschool.org\)](https://nonsuchschool.org)
- They must be handed in a minimum of 4 working days prior to a visit e.g. if you are going to be absent on a Wednesday you need to have handed in by the end of the previous Wednesday
- Authorised days out are linked to your child's attendance record
- Absence below 95% is unlikely to be authorised

The background of the slide features a light blue gradient. Overlaid on this are dark blue silhouettes of several graduates. They are shown from the chest up, with their arms raised high, holding their square academic caps. The caps are also silhouetted against the light blue background. The overall composition is celebratory and academic.

QUESTIONS

Tuesday 21 January