



Headteacher

Mr P. Walklate BSc(Hons), PGCE, MA, NPQH, NPQEL

Erasmus Darwin Academy, Pool Road, Burntwood, Staffordshire, WS7 3QW

T: 01543 685828 E: admin@eda.staffs.sch.uk

September 2026,

Dear Families,

As part of your son/daughter's Sixth Form study experience, all students must participate in work experience. The work experience programme will run during the week **Monday 7<sup>th</sup> June to Friday 11<sup>th</sup> June 2027** and no lessons will take place at the Academy for Year 12 during this week.

All students will be issued over the coming days a username and password to access our commissioned work experience partner's database of placements. Our work experience partner is MPLOY solutions whose website you can find below:

[Pathways to Work for the Youth Sector | MPLOY Solutions](#)

At this time we would like to invite you to an information evening. The evening will be held on **Thursday 24<sup>th</sup> September 2026** and will include the following:

19:00pm – Work experience information

19:30pm – Opportunity for questions

In order for the placement to be finalised, please complete the work experience placement form accompanying this letter, making sure all sections are completed by **Thursday 25<sup>th</sup> March 2027**.

Please be aware of the following

- It is the parents'/students' responsibility to arrange the days to be worked during this week as well as the start and finish times for each day.
- It is the parents'/students' responsibility to arrange the transport to and from the placements well as the refreshment arrangements
- It is the parents'/students' responsibility to provide any personal protective equipment which may be required e.g. safety boots, overalls etc.
- Due to GDPR, please ensure you inform the company of any additional needs and any medical conditions your child may have which may affect the placement in addition to completing the details on the attached form.
- As your child is representing the academy, we expect students to be on their best behaviour at all times and any inappropriate behaviour will be dealt with back in school according to our normal procedures.
- Unless the employers have the **correct employers liability insurance**, your child may not be able to go on the placement.
- Please note that there will be additional cost, payable by parents, for Health and Safety validation for out of borough/area placement companies.
- We are delighted to be putting your son/daughter forward for a placement knowing that the academy will be well represented.





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If you have any queries regarding work experience, please don't hesitate to contact me.

Yours Sincerely,

Mr A. Hall  
Careers Lead

[a.hall@eda.staffs.sch.uk](mailto:a.hall@eda.staffs.sch.uk)

