

Dear Employer,

Day to Work

The HGSS Day to Work is a day where students go to work with a family member or another trusted adult. We see this as a valuable opportunity for our young people to experience the workplace first hand and learn about employability skills.

Day to Work this is offered to all Year groups on the following Inset day dates:

- November 3rd 2025
- January 5th 2026
- February 23rd 2026
- April 13th 2026

The Day to Work helps students to appreciate the value of the skills they are learning in the classroom and aims to boost their confidence levels and build upon their skills such as communication, team work and interpersonal skills. Students can undertake tasks that would be given to a junior employee and can 'shadow' other workers. As the placement is only for a day, the student can be classed as a 'visitor' to the workplace to observe and take part in working practices that they would not normally come into contact with on a regular school day. If you would like to discuss Day to Work further or if you have any concerns relating to the suitability of your workplace, please email me at: matthewsk@holmer.org.uk

I attach some Employer Guidelines concerning the Day to Work for your reference. I would like to take this opportunity to thank you for your generosity in supporting a HGSS student with their learning about the world of work directly from you.

Yours faithfully

Miss Katie Matthews

Careers Lead, HGSS

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