



Monday 20<sup>th</sup> January 2025

**Re: Year 10 – Work Experience Information Evening**

Dear Parent/Guardian,

Here at Oasis Leesbrook, we passionately believe in giving all our students those opportunities outside of the classroom to help them grow into well-rounded individuals for the future. As part of our ongoing commitment to this, we are pleased to share that we will be engaging all our Year 10 students in a week of work experience.

Work Experience will take place for the entire week of **Monday 30<sup>th</sup> June – Friday 04<sup>th</sup> July 2025**.

To best support you and your child regarding the work experience week, we are pleased to share details of our **Work Experience Information Evening**.

The Work Experience Information Evening will take place on **Thursday 30<sup>th</sup> January 2025** from **15:30pm to 16:30pm**. The information evening will take place **in school**. The purpose of this information evening is to provide all parents/guardians with key information regarding the work experience week, such as:

- Guidance for finding a suitable placement.
- How to upload a placement to the Careers Manager App for approval.
- Key safeguarding and welfare measures.
- An opportunity to ask questions to relevant members of staff.

The evening will be hosted by:

Mr. C. Barnes (Assistant Principal: Personal Development)  
Mr. J. Sinnott-Davies (Careers Education, Information, Advice, and Guidance Lead)  
Mrs. S. Meadowcroft (Work Experience Lead – Positive Steps)

We would **strongly recommend** all parents/guardians attend the evening to ensure they are able to fully support their child throughout the Work Experience process.

There is limited on-site parking available. Refreshments will be provided. All students and parents/carers will enter the academy via the main reception and sign in before making their way to the main hall, where the event will be held.

We look forward to seeing you and sharing valuable information regarding Work Experience so we can collectively ensure your child has the best possible experience.

Yours Sincerely,

A handwritten signature in black ink, appearing to be 'C. Barnes'.

Mr. C. Barnes  
Assistant Principal: Personal Development

Principal – Andrea Mitchell

Oasis Academy Leesbrook  
Roxbury Avenue, Oldham OL4 5JE

Tel: 0161 290 4000 [www.oasisacademyleesbrook.org](http://www.oasisacademyleesbrook.org)

@OasisLeesbrook