



**Rye College**  
The Grove, Rye, East Sussex TN31 7NQ  
T: 01797 222545 E: [office@ryecollege.co.uk](mailto:office@ryecollege.co.uk)  
[www.ryecollege.co.uk](http://www.ryecollege.co.uk)

Executive Headteacher: Mr Barry Blakelock  
Head of College: Mr Dom Downes

Monday, 13<sup>th</sup> September 2021

**Re: Year 10 work experience - June 27th to July 1st 2022**

Dear families,

I hope you have had a good Summer and that your children are settling back well into the school routine.

I am writing to follow up on my first letter regarding work experience, and to provide you with a couple of reference documents.

**Log-in information**

Students have all been given hard copies of their log in information. This has also been emailed to you. When accessing the system, this can only be done via a computer (not a phone or tablet) and through the web browsers Google Chrome or Microsoft Edge. The website for this is [aspire.net](http://aspire.net) ([eastsussex-brighton.org.uk](http://eastsussex-brighton.org.uk))

**'Own find placements'**

Students are encouraged to find their own placements. This way, they are more likely to find something they are really interested in. Details of own find placements should be entered on to the website, once logged in. This will include contact details of the employer, and the work that the student will be undertaking. It is essential that all employers have employer liability insurance, or the placement cannot go ahead. We have decided to extend the deadline to 15th October as a few students appear to be having difficulties with this. Please remember that own find placements in Kent may incur a charge, if a health and safety check has to be completed.

**Matching service**

If your child is unable to find their own placement, an alternative can be found through the Aspire system. This requires students to search placements they may be interested in and enter FOUR choices on to the system. The work experience team will then endeavour to try and allocate one of these four choices. It is extremely important that your child chooses four appropriate placements. We would encourage you to assist your child at home when making their choices.

Aspire advise that students look for placements that are not necessarily within the immediate area of the school as by doing this it could open-up more potential opportunities for them to choose. However, not all placements are easily accessible by public transport, so please ensure that your child is able to travel to their chosen selections.

Careful consideration must be given to what sort of activities may be possible in a placement and whether it would be enjoyable and rewarding. For example, many might like to gain experience of working in a solicitor's office but, due to client confidentiality, some of the tasks that the student is allowed to do can sometimes be quite limited.

**The deadline for this is also Friday, 15th October.**



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## Reference documents

Useful documents regarding contacting employers and finding your own placements, as well as other information can be found in the work experience section of our website [Work Experience | Rye College | Aquinas Trust](#).

If you have any general questions, please contact Mrs Starkey via the school office - [office@ryecollege.co.uk](mailto:office@ryecollege.co.uk) or ask your child to find her in school. She will then forward any issues to the Work Experience Team

Yours sincerely,

Mrs. D. Starkey

Learning Director KS4

