

THE MAELOR SCHOOL

Ysgol Maelor
Penli
WRECSAM
LL13 0LU



The Maelor School
Penley
WREXHAM
LL13 0LU

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WORK EXPERIENCE PROGRAMME

5TH – 16TH JULY 2010

- 1) Name of Pupil(s) _____
- 2) Name of Company _____
- 3) Company Address _____

4) We are able to offer work experience placement(s) for _____ pupil(s) within the two-week period commencing 5th July 2010. (Please indicate if you are prepared to take more than one pupil)

5) Please indicate number of weeks below:

Week 1 (5th July-9th July)

Week 2 (12th July-16th July)

Weeks 1 & 2 (5th July – 16th July)

6) Department Name (if applicable) _____

7) Contact Name _____

Position _____ Telephone Number _____

8) Who to contact/report to on the first day:

9) Please give brief details of the type of experience that you can offer:

PLEASE CONTINUE OVER THE PAGE

10) What would you require from the pupil(s) in the form of skills and qualities?

11) Please specify if any special clothing required or preferred dress code

12) The pupil(s) would be expected to work on the following days (please tick as appropriate)

MON	TUE	WED	THUR	FRI	SAT

The hours of work are: _____ to _____

13) Canteen facilities: available/unavailable (delete as appropriate)

14) Insurance

Do you have the following Insurance cover?

Employer Liability: Yes/No (Please delete as appropriate)

Public Liability: Yes/No (Please delete as appropriate)

15)

Any further comments:

Signed _____ Position _____

Many thanks

Janet Binley-Jones (Mrs) - Work Experience Coordinator

Prifathro – Mr. E. Hall, B.Sc., N.P.Q.H. – Headteacher
Dirprwy — Mrs. L. Lloyd –B.A., N.P.Q.H. - Deputy Headteacher
Dirprwy — Miss J. O’Brien – B. Sc. - Deputy Headteacher
School website: www.maelorschool.org.uk

