

Year 10

Work Experience

A Guide to Completing the Parent/Guardian's
Work Experience Placement Form

Once the student and the employer have completed their forms, you should receive an email from Unifrog with a link to the parent/guardian's consent form. Click on the green button at the bottom of the email. If you have any problems, please contact workexperience@ivanhoe.co.uk

2.

You should then be able to review all the information that the student and the employer have entered.

1.

You've been invited to agree to an In-person Placement for

Let's make it happen

has invited you to do the Parent / Guardian agreement for an in-person placement. This will only take a few moments; **the placement process can't continue until you've done it.**

Start and End date:

3rd July 2023—7th July 2023

Location:

123 Hill Lane, United Kingdom, CB24

Placement overview:

Helping customers
Replenishing stock
Tidying and cleaning shelves
Helping to order new stock
Receiving and checking deliveries

What now?

Complete the Parent / Guardian agreement

Complete it now

You can then click on the green update button to confirm that you are happy for your child to undertake this placement.

The screenshot shows the Unifrog website's 'Parent agreement form' for an in-person placement. The form is titled 'Parent agreement form' and states 'You're editing a Parent agreement form for an In person Placement for'. It includes a warning to read the information carefully and a note about the form link expiring in 324 days. The form displays details submitted by the student, including the student's name, school, and email, and the placement start and end dates (3rd July 2023—7th July 2023). It also shows the placement location (123 Hill Lane, United Kingdom, CB24) and the placement overview (Helping customers, Replenishing stock, Tidying and cleaning shelves, Helping to order new stock, Receiving and checking deliveries). At the bottom, there is a section for agreement with a green 'Update' button.

Details will then be sent back to the school for Health and Safety checks to be completed and the placement to be approved.