



Making the Most of your Work Experience



Send an email to your employer – you can find their details on the app. See Mrs Wainwright or Mrs Daly if you cannot find them.



Introduce yourself and thank them for the opportunity.



Arrange to go and meet with them or at least have a phone call before you start.



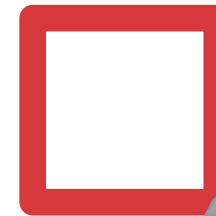
Find out what time you start and finish, who you report to, what you should wear (including jewellery), whether you need to bring a packed lunch, and any other questions you have.



What do you need to do Now?

How to prepare for your first day and make a good impression

Be early! Work out in advance how you will get there and plan your route. Aim to be 15 minutes early!



Prepare and pack your bag and lay your clothes out the night before.



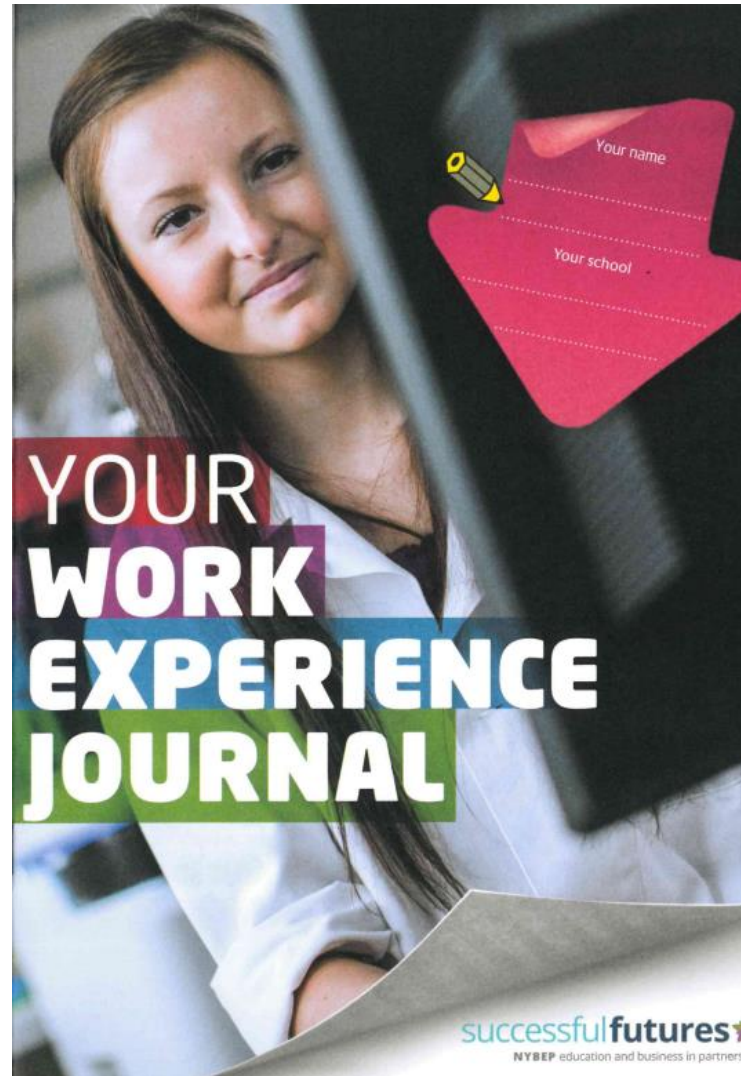


7 Ways to make the most of your Work Experience

Click [this link](#) to watch the
video



Complete
your Work
Experience
Journal to be
entered into
a prize draw!



Complete details on:

- Preparing for work experience
- Understanding the company
- Health & Safety
- Keeping a diary
- Demonstrating your skills
- Reviewing your experience and what you have learned



**Most
importantly**

Enjoy it: This opportunity will allow you to ‘test the waters’, and if it turns out you don’t like it ... that’s fine, it’s just a practice. **Make the most of it!**