



May 2024

Dear Parent/Guardian,

The aim of Work Experience in the Leaving Cert Applied Programme is to provide students with a deeper understanding of the workplace and practical hands-on experience of the working world. It is a wonderful opportunity to try new areas, develop new skills, challenge perceptions and make very useful contacts for future endeavours.

We require students to seek a position for a full day every Friday during the school academic year. This year, Friday work placement runs from **6th September- 30th May 2025 inclusive**.

We encourage all students to try different placements throughout the year to broaden their experience. As a school, we pride ourselves on nurturing global citizens and we would encourage all students to complete volunteer work in a charity organisation and/or social enterprise initiatives where possible too.

We would like to assure you that all students will be fully covered by the school insurance for all hours of placement. All work experience is on a voluntary basis and should not involve payment.

Students may need to be Garda vetted for positions working with children or vulnerable persons. Please be aware that this process can only start once a student is 16 years old and takes approximately 3 weeks to complete.

It is the responsibility of the student to seek appropriate placement as this is part of the learning process. All parents must be satisfied with the environment in which placement(s) will take place for their son or daughter. The school does not carry out off site inspections on working conditions or personnel, or vet employers.

All Work Experience documents are available for download under the LCA Hub on the school website. Please read a copy of the Work Experience guidelines at your earliest convenience.

Kind regards,

A handwritten signature in black ink that reads 'Sinéad Edmonds'.

Sinéad Edmonds | Programme Coordinator | St. Peter's College, Dunboyne |
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