

## Cheney School Work Experience week: 6 – 10 July 2020

This form must be completed and returned back to either your tutor, Year 10 Office or Mr Jason Davis (Work Experience Co-ordinator) as soon as possible. This needs to be completed by every student regardless if you are finding your own placement or not. It is very important that the information you give is correct and complete. Please note some of this information will be shared with the employers offering placements where relevant.

STUDENT INFORMATION				
Last Name		Tutor Group		
First Name		DOB		Gender
House No and Street		District/Area (i.e. Cowley)		
Town		Postcode		
Home Tel. No.		School email address		
Student Mobile		Email address (personal)		
Emergency Contact name		Emergency contact Email address		
Relationship to student		Emergency Contact Tel. No.		

Tick the subjects you are studying					
English/English Lit	<input type="checkbox"/>	Maths/Science/Re/PE	<input type="checkbox"/>	Art	<input type="checkbox"/>
Business	<input type="checkbox"/>	Computing	<input type="checkbox"/>	Drama	<input type="checkbox"/>
Food Tech	<input type="checkbox"/>	Geography	<input type="checkbox"/>	History	<input type="checkbox"/>
French	<input type="checkbox"/>	Spanish	<input type="checkbox"/>	German	<input type="checkbox"/>
Latin	<input type="checkbox"/>	Music	<input type="checkbox"/>	Dance	<input type="checkbox"/>
Sport	<input type="checkbox"/>	Product design	<input type="checkbox"/>	Textiles	<input type="checkbox"/>
English as Add Lang	<input type="checkbox"/>	ASDAN	<input type="checkbox"/>	Other	<input type="checkbox"/>

Tell us about any extra-curricular activities you have or had recently:			
Part time, holiday or Saturday job	<i>Where did/do you work?</i>	Voluntary/charity work	<i>Where did/do you volunteer?</i>
Play an instrument or play in a band	<i>What do you play?</i>	Clubs:	<i>Sports, Drama, Choir, Science etc?</i>

### Additional information - Personal Statement

Please tell us about any interests, hobbies or achievements that you think would show an employer what a great match you would be. E.g. certificates/awards, National Citizenship Service, Duke of Edinburgh's Award, competitions, special achievements and/or any other skills

**PLEASE TICK 6 AREAS THAT INTEREST YOU MOST FOR YOUR WORK EXPERIENCE AS YOU WILL GET A PLACEMENT IN ANY ONE OF YOUR CHOSEN SECTORS**

Administration	<input type="checkbox"/>	Business and Office Work	<input type="checkbox"/>	Building and Construction	<input type="checkbox"/>
Catering and Hospitality	<input type="checkbox"/>	Computers and IT	<input type="checkbox"/>	Design	<input type="checkbox"/>
Arts and Crafts	<input type="checkbox"/>	Education and Training	<input type="checkbox"/>	Engineering	<input type="checkbox"/>
Environment, Plants and Animals	<input type="checkbox"/>	Financial Services	<input type="checkbox"/>	Healthcare	<input type="checkbox"/>
Languages	<input type="checkbox"/>	Information and Culture	<input type="checkbox"/>	Legal and Political Services	<input type="checkbox"/>
Leisure, Sport and Tourism	<input type="checkbox"/>	Manufacturing and Production	<input type="checkbox"/>	Marketing and Advertising	<input type="checkbox"/>
Media, Print and Publishing	<input type="checkbox"/>	Performing Arts	<input type="checkbox"/>	Personal and Other Services including hair and beauty	<input type="checkbox"/>
Retail Sales and Customer Services	<input type="checkbox"/>	Science	<input type="checkbox"/>	Mathematics and Statistics	<input type="checkbox"/>
Security and Armed Forces	<input type="checkbox"/>	Social Work and Counselling Services	<input type="checkbox"/>	Transport and Logistics	<input type="checkbox"/>

**PLEASE TICK ALL THE PLACES THAT YOU ARE ABLE TO TRAVEL TO. THINK VERY CAREFULLY ABOUT HOW YOU ARE GOING TO GET THERE AND CHECK WITH YOUR PARENTS/GUARDIAN**

Oxford City	<input type="checkbox"/>	Headington/Marston	<input type="checkbox"/>	Cowley	<input type="checkbox"/>
Littlemore	<input type="checkbox"/>	Rosehill	<input type="checkbox"/>	Summertown	<input type="checkbox"/>
Kidlington	<input type="checkbox"/>	Botley	<input type="checkbox"/>	Abingdon	<input type="checkbox"/>
Didcot/Milton Park	<input type="checkbox"/>	Witney	<input type="checkbox"/>	Other:	<input type="checkbox"/>

**To guarantee work experience in a specific sector, you will need to find your own placement.**

**Please complete an Own Placement Form and return it to Jason Davis (J24a or [jda@cheney.oxon.sch.uk](mailto:jda@cheney.oxon.sch.uk))**

Please tick yes or no if you intend to find your own placement.

Yes	<input type="checkbox"/>	NO	<input type="checkbox"/>
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**PLEASE READ AND SIGN THIS STUDENT AGREEMENT**

- I agree to participate in a Work Experience placement.
- I agree to hold in confidence any information about the Placement Provider's business that I may obtain during the placement and not to disclose such information to any other person without the Placement Provider's permission.
- I agree to observe all health, safety, security and other rules laid down by the Placement Provider and made known to me verbally, in writing, or by displayed instructions.
- I agree to inform the Placement Provider as soon as possible of any absence from the Work Experience placement.
- I agree to be contacted for matters relating to work readiness.

<b>Student signature</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>
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