



- ▶ G - Group 1      24<sup>th</sup> March 2025
- ▶ T - Group 2      31<sup>st</sup> March 2025
- ▶ Deadline Friday 14<sup>th</sup> February 2025

# What's the Point?

- Gain Prince's Trust Achieve 'Personal Development & Employability' Level 2 Award
- Increased chance of Employment / Apprenticeship in the future
- Greater insight into different industry and sectors
- Develop skills and your knowledge in a professional environment
- New challenges
- Looks great on your CV / Application forms
- Builds confidence and self-esteem
- Sometimes it leads to part-time jobs or a potential apprenticeship
- Understand what an employer expect from employees
- Enhances University Personal Statements
- Grow maturity and self-reliance and cognitive skills
- Many employers are happy to offer a reference, which you can use when applying for jobs.
- Make more informed decisions about your career plans
- It's fun!



# How do I choose what to do?

Have a think through these points...

- ☐ Will it give an insight into a career industry you're interested in?
- ☐ How would you get there? Could you make your own way there, or would you need to arrange a lift / public transport?
- ☐ Will this placement be challenging enough for you?

If you already have an idea about what you might like to do for a future career, try and find something related to that field. For example, if you want to work within the medical field, completing your placement in a Nursing Home will gain you valuable caring and social work skills and experience. If you don't know what you want to do yet, that's fine too! Pick a placement that you will find interesting!



# Where to look & Transport

When looking for businesses, you need to look *beyond* your local hometown. We have lots of towns nearby which contain all sorts of businesses, and all are accessible so there's no need to restrict yourself.

Talk with your parents about their networks of friends and family

Please speak to your tutor or Mrs Leonard if you think transport is an issue.

Okehampton Bideford Torrington  
Bude South Molton Tiverton  
Barnstaple Ilfracombe Exeter  
Braunton Torrington



# Please see Mrs Leonard if you would like to apply for any of the below work experiences

- ▶ Army work experience - need to see me on Monday.
- ▶ RHS Rosemoor
- ▶ Royal Marines Band
- ▶ RAF Work Experience
- ▶ Brends Hotel apply via CV, Cover letter state hotel, and area of interest.
- ▶ CMTG apply via CV
- ▶ Krempel - apply via CV
- ▶ Lineal Software Solutions apply via CV
- ▶ NHS - Royal Devon Hospital (Barnstaple) Application form (Summer placement w/c 7<sup>th</sup> July.
- ▶ SEA placements only offered in May or June
- ▶ Mole Valley Farmers - look at their website to apply



## Work Experience

At Mole Valley Farmers we are passionate about giving people the opportunity to participate in the world of work and gain practical experience that will enable them to believe and prove they can be valuable and productive members of the workforce.

### What is work experience?

Work experience is an opportunity to introduce young people to the reality of working life within a willing organisation.

### Our Learning and Development Managers' view on work experience

"We are committed to helping young people to enter the workforce. But we also see this as a recruitment opportunity. It's an excellent way to allow a young person that might not have thought about a job with us to discover the industry.

We want the young person on work experience to be an active member of the staff. But we never use these schemes to fill a vacancy."

### What our young people said:

"I particularly enjoyed working on the tills because it gave me a chance to learn a new skill whilst being able to interact with customers which is important when trying to create a good brand image. I also enjoyed seeing the behind the scenes at a shop"

"I would just like to say how amazing and welcoming all the staff were. They made me feel welcome and part of the team and I was never afraid to ask questions because they would be polite and give me their time which I really appreciated."

To apply, please fill out the form below and return to [learning@molevalleyfarmers.com](mailto:learning@molevalleyfarmers.com)

[Apply Here](#)



# Employers that hosted in Spring 2023/2024

## Care

- NHS Barnstaple
- Hatchmoor care
- Northam Care Trust
- Woodland Vale
- Impact for Change
- Torrington Dentist
- Queen Anne Dentist
- Physio Crew
- West Heanton Residential

## Animal Management

- Briggsy's Dog Grooming
- Hatchmoor Vets
- Penbode Bet
- Tamar Vets Bude & Holsworthy
- Torbridge Vet
- Witten Park Vet
- Riverside boarding Kennels
- Really Wild Learning
- Exmoor Zoo

## Equestrian

- Joe Tickle Racing Yard
- Woollaton Equestrian Centre
- Harry Mead Equestrian Yard

## Creative

- Bluesoup Advertising
- Tarka Pottery
- Tazza Design
- The Malt Miller
- Plough Arts Centre
- Bray Leino

## Agriculture/Environment

- Hedden & Sons,
- HR Daniel & Son,
- P&V M Kirk & Son, Stone Farm
- Hall Shoot, Bishops Tawton
- Knockworthy Farm,
- Hockridge & Son, Southern Partridges
- Pearce Seeds Ltd
- Stone Farm
- Smallridges
- Lely Holsworthy
- Grigg's Venton Farm
- Servis Farm
- Alan Snow Engineering
- Murch Bros (Engineering)
- Hambleys Ltd

## Construction/Trade

- Anderson & Evans Ltd
- Grills Renovations
- Peregrine Mears Architects
- Philips Price Surveyors
- Plane & Sanded Ltd
- Westcountry Maintenance Services
- Hiax Preservation Ltd
- RGB Building Supplies
- JP Complete Construction
- Dan Hoyle Builders
- Highfield Homes of Distinction
- WYD Construction
- NC Construction
- Lake Construction
- Mike Doidege Carpentry & Property Maintenance
- Pearce Construction / Woodward Smith Architects
- Ashton Electrical
- James Electrical
- Heritage Cob & Lime
- G and R Builder
- North Devon Carpentry Ltd
- AW Hockin
- Trade Windows North Devon Ltd



Thank  
You

# Employers that hosted in 2023/2024

## Health & Beauty

- JoJos Hairdressers
- Summit Barbering
- Obsessions
- Hair we are

## Business/Finance/Law

- Berry's Accountants
- Peter, Peter & Wright Solicitors
- Slee & Blackwell
- Travel Chapter
- Torridge District Council
- North Devon District Council

## Mechanics

- Bideford Auto Services
- Rydon Garage
- Taw & Torridge Coaches
- Warmingtons Garage
- High Bullen Garage
- M R Cars
- Waghorn Wheels
- D & S Service Centre
- Eagle Plant Hire
- Lee Daniel Auto Services

## Horticulture

- Merry Harriers Garden Centre
- RHS Rosemoor
- Okehampton Town Council
- Gt Torrington Commons Conservators
- The Collective Woolsery

## Engineering/ Manufacturing

- CMTG
- WM Ironworks
- SEA
- Harland & Woolf
- A & K Gifford
- Eaton Aerospace
- Greenfields Engineering
- Krempel
- Hobart
- LAS Aerospace Ltd
- National Grid
- Dartington Crystal
- Perrigo
- Smart Manufacturing

## Forces

- Army
- Royal Marines Music Corp
- RAF Oldham

## Sport/Leisure

- North Devon Yacht Club
- North Devon Surf School
- PGL Beam House
- Atlantic Racquet Centre
- Function Fitness
- Active Torridge Leisure Centres
- North Devon Yacht Club
- Function Fitness

## Early Years / Education

- Little Bears Pre School
- Little Frogs
- Muddy Boots Pre School
- Snapdragons Pre School
- RHS Rosemoor Education
- Monkleigh Primary
- Sticklepath Primary
- Abbotsham & Alwington Pre School
- Appledore Pre school
- East the Water
- Kingsley PE Dept
- St Micheal's Nursery

## IT Service Industry

- Lineal Software Solutions
- NHS Computer Department

# Employers that hosted in 2023/2024

## Hospitality / Food

- Brend hotels
- Quay 22
- Dartington Crystal Café
- Green Lantern Café
- Blackberry Farm Shop
- Lizzie's Larder
- Country Cousins
- Fullam Chinese
- Cool Beans Café
- New Inn, Fremington
- Farmers Arms
- Tallet Café
- Plant Bar Vegan Café
- Puffing Billy
- Quay 22
- Rising Sun, Ilfracombe
- Johns of Instow
- Market Café, Torrington
- Mill Street Brasserie
- Binge Box

## Performing Arts

- Landmark Trust Ltd, Queens Theatre
- Dorchester Arts Centre
- Wiltshire Creative (June 2025) Apply via their website. Open now.
- The Plough Arts Centre
- Petroc Performing Arts

## Retail/Sales

- So Sweet
- Rangemoors
- RGB
- Travel Chapter
- Bond Oxborough Phillips
- County Garage
- Phillips Smith & Dunn
- Devon Distillery
- Sunshine and Snow
- Book Relief
- Whisker Pet Shop
- Eagle Plant Hire
- Binge Box
- Mole Valley Farmers
- Travel Chapter

## Utilities

- South West Water
- National Grid
- Wales & West Utilities

## Social Housing

- North Devon Homes

## Heritage

- North Devon Museum



# What's next

- ▶ Letter will be sent home to parents on Parentmail
- ▶ Copy of this presentation further advice & guidance will be made available on the GTS website
  - ▶ CURRICULUM > CAREERS > WORK EXPERIENCE
- ▶ Start researching and asking around for your placement
- ▶ In Citizenship time you will be developing your CV, letters of application.
- ▶ You will receive login details to GroFar where once you have established your placement you will enter
  - ▶ Employer Address
  - ▶ Company Name
  - ▶ Contact, Email and phone number
  - ▶ The name of the job role you are going to be carrying on work experience.
- ▶ All permissions and consents will be on the Grofar the work experience data base. Both Employer and Parent will be able to complete the necessary sections.

**WHILST WE ARE WAITING FOR THE NEW SOFTWARE TO BE ROLLED OUT.  
DON'T LET**

**THIS STOP YOU STARTING TO LOOK AND ASKING AROUND**



Welcome

**Login to Grofar**

Enter your login details to proceed


USERNAME OR EMAIL ADDRESS


PASSWORD

☒ KEEP ME LOGGED IN.

[Forgot your password?](#)

Login

 Sign in with Microsoft

 Sign in with Google



# Some Tips

- ▶ Start early! Some employers, only take on one student for one week for the year.
- ▶ If you have a great idea, tell your parent/carer first, you might be surprised who they know who could take you..!
- ▶ You want to make sure you apply to more than one business, it's good to have options and you don't want to put all your eggs in one basket.
- ▶ Mrs Leonard can provide you with a list of suggestions of companies to approach in your Work Experience Appointment, but you must do your own research too.
- ▶ Practice the email you will send to employers when you are requesting a placement. Don't rely on your own proofreading skills, get a fresh pair of eyes to check everything. Remember you never get a second chance to make a first impression!
- ▶ Follow up all applications with a phone call but don't pester them. This can be quite daunting so why not practice with your parent/carer first and rehearse what you're going to say?
- ▶ If you are asked to attend an interview, discuss with your tutor or Mrs Leonard and they can talk this through with you so that you are well be prepared.
- ▶ Make sure that you have the digital forms completed as promptly as you can.

# What is next?

- ✓ Assembly
- ☐ Letters emailed home on Parentmail
- ☐ Copies available on GTS website
- ☐ Start searching for your employer

When system is live

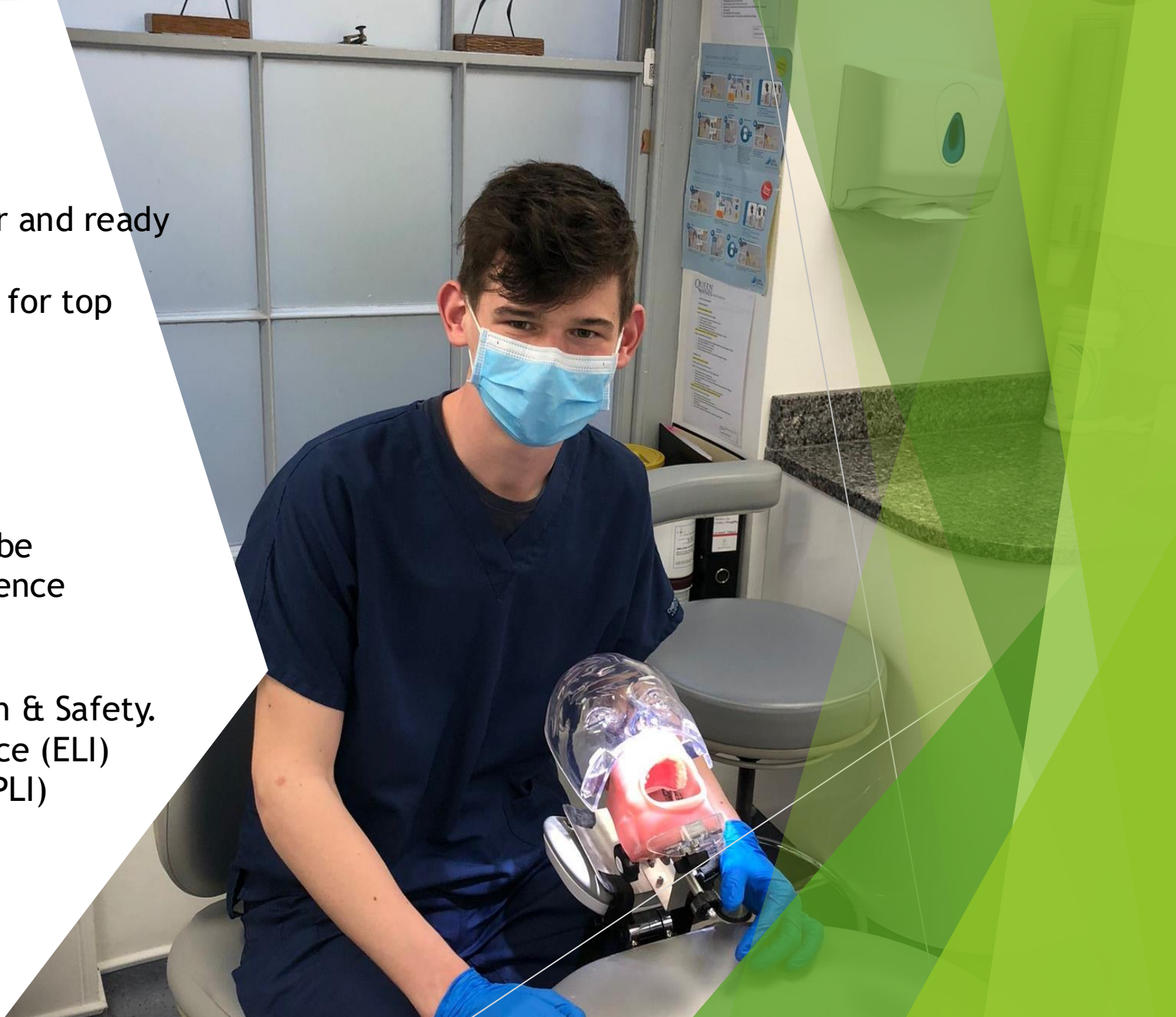
- ☐ Students to logon to GroFar
- ☐ Enter the details of your employer
- ☐ Parents to sign consents





## Stage 2

- Get your CV & Cover Letter together and ready
- Interview skills
- Check bulletin/class charts/website for top tips and opportunities
- Year 10 Drop-in sessions
  - Tuesday lunchtime (My office)
  - Wednesday Afterschool (C3)
- Find a placement
  - Ring and enquire if they would be prepared to take a work experience placement.
- Adhere to deadlines
- Employers are responsible for Health & Safety.
  - Employers Liability Insurance (ELI)
  - Public Liability Insurance (PLI)





# OPPORTUNITIES

Future Opportunities Evening  
Tuesday 12<sup>th</sup> November 2024  
Sports Hall & Drama Studio

- Over 45 Exhibitors - Must attend event

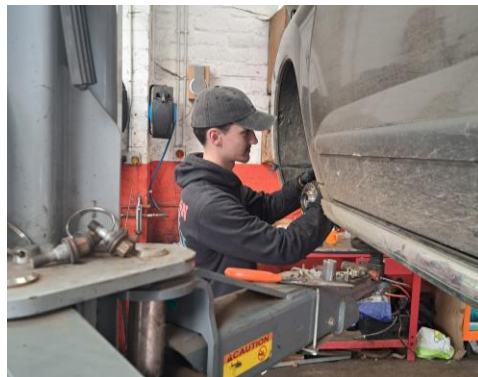




# WHAT IF?

If you are unfortunately unable to find a work experience placement you will be in school for the whole week, you will still have to follow an amended timetable for the week, which will include

- ▶ Option lessons
- ▶ Virtual Work Experience
- ▶ Employer Talks
- ▶ Workshops





# DEADLINES



**DON'T MISS  
THE DEADLINES !  
14<sup>th</sup> February 2025**

- ▶ Keep an eye out in your email box for a link to sign up and activate your account
- ▶ Online forms will be sent to your parents to complete, this includes consent and medical information.
- ▶ There will be a 'Preparing to go out to Work Experience' Assembly In the **SPRING TERM**

