Biddenham
International School & Sports College
Principal: Mr David Bailey Head of School: Ms Eleanor Grylls

22nd September 2026

Dear Parent / Guardian,

Y12 Work Experience 26/27 Cohort

From **16th November 2026 to 20th November 2026**, all Year 12 students will be participating in work experience. During this week, there will be no lessons in school and students will be at their assigned workplaces. Work experience is an important opportunity for students to explore potential career interests and enhance their CV. It can be a transformative experience during their education.

Students (and their families) should source their own work experience placements. Students will be guided in school on how to best find work experience placements. However, the onus is on the students finding a suitable placement for their interests. We will have a few placements available for any students who have been unable to find their own, but because we have limited resources, we expect to only be able to help a few students.

Students who do not secure a placement will remain at school and complete virtual work experience under staff supervision.

We are using Unifrog (www.unifrog.org) to manage the work experience program. To create a parent account, please visit: https://www.unifrog.org/parent

Important: When registering, you must use the same email address that the school holds on record for you. This ensures your account is correctly linked to your child's profile. If you have any problems signing up, please contact us.

Key Steps:

- Students confirm their placement with the employer and add it to their Unifrog account using the Placements tool.
- Unifrog emails the employer, parent/guardian, and school to gather necessary information and permissions. It is crucial that students enter placement details accurately for the process to work.
- Parents / careers must give permission via Unifrog for placements to take place.
- Unifrog have created a set of guides about placements which you can find here.

Can you offer a placement? We would be extremely grateful if parents/carers who are able to offer a work experience placement could contact Shelley.cadman@mybiddenham.com or complete our Google form **here**.

We wish you the best of luck with supporting your child to find a placement. Please do make use of the Unifrog's guides to help you. If you have any questions, please contact Mrs Shelley Cadman.

Kind regards,

Shelley Cadman
Careers lead
Shelley.Cadman@mybiddenham.com