

London, Nov. 25th 2024

WORK EXPERIENCE PLACEMENTS FOR STUDENTS OF THE LYCEE

Explanatory note from the Headmaster for the attention of potential host companies

In order to give students an introductory experience of life in the workplace, the Lycée Français Charles de Gaulle in London is setting up work experience periods in various work situations for its pupils in their fifth year of secondary study (French section class seconde, equivalent to Year 11 Key Stage 4).

This project, approved by the Lycée's School Council and supported by our Parents' Association and the Franco-British Chamber of Commerce in London, also forms part of a careers education program.

This is **not** a professional training period involving real work tasks. Our pupils do not have the necessary skills.

It is, then, an opportunity for **observation**, a one or two weeks 'visit' during which the employer may nonetheless give students age appropriate tasks within their scope.

Although the students remain pupils of the Lycée throughout this period, they must respect the house-rules of the host company (health and safety, conscientiousness, punctuality, discipline, working hours).

The designated dates are: **Monday 9th June – Friday 20th June 2025**

Financial implications for the employer: None (no salary, no allowances, no compensation for meals or transport costs).

There will be an introductory session at school before the work experience starts, and a debriefing period afterwards.

Another of the project's aims is a work experience in an English-speaking environment.

The work placement area are chosen by the student (and his/her parents) in keeping with the student's particular interests and planned career.

The student will have a "school-tutor" who will liaise with the host company and act as contact should any problems arise.



The host company will undertake to provide the student with a “company-tutor”, a referee responsible for organising the work experience, giving the student various aspects of work to observe or study (charts, different activities within the company), any appropriate tasks, inviting the student to take part in a meeting or a visit, etc.

A placement agreement will be drawn up and signed by representatives of the host company and the Lycée, the student and their parents.

The Headmaster
Mrs BELLUS-FERREIRA

