



TO CARE
TO LEARN
TO ACHIEVE

BEDFORD HIGH SCHOOL
A Specialist Business and Enterprise College
with Applied Learning
Headteacher: Mr P McCaffery

Our ref: AD/PB

December 2025

Dear Employer

YEAR 10 WORK EXPERIENCE WEEK 13TH-17TH JULY 2026

We are looking for support from local businesses to Bedford High School to provide work experience opportunities for Year 10 students during our Work Experience Week 13th-17th July 2026. As the school finishes at 12.30 on Friday, 17th July we would request that placements finish at this time. Any placements continuing after this time will be an agreement between the parent/guardian and employer and parents/guardians must provide the employer with an emergency contact telephone number. We are using Unifrog, an online platform for our work experience this year so all emails will come from Noreply@unifrog.org. The first email will ask you to complete the Employer Initial Form. It will ask if you require the student to have a DBS and we would ask you to note that we cannot arrange this.

Work Experience is a valuable opportunity in helping our students to prepare for the world of work and develop their employability skills. It also provides a sample of a potential career pathway, and most importantly, allows the student to gain the independent skills of searching for a job, communicating with employers and fulfilling a role within an organisation.

Our Business Partnership Programme provides additional opportunities for students, including Mock Interviews, Careers Workshops and annual Careers Fair which is being held this academic year on Tuesday, 3rd March 2026.

If you could be a Bedford Business Partner and help us to raise the aspirations of young people locally and inspire the next generation, contact Mrs Birchall, our Community & Work-Related Learning Co-ordinator - Email: careers@bedford.wigan.sch.uk, tel: 01942 909009.

Yours sincerely

A Duffy


Mrs A Duffy


Assistant Headteacher & Careers Leader

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