



HOW TO FIND A WORK EXPERIENCE PLACEMENT

A GUIDE FOR YEAR 10 STUDENTS IN BRISTOL

Work experience is your chance to explore careers, learn new skills and build your confidence. Here's how to find a placement:



1



START WITH PEOPLE YOU KNOW

Ask your parents, relatives, friends, neighbours and family friends if their workplace could offer a placement.
This is often the easiest way to get started!

2



CONTACT LOCAL EMPLOYERS DIRECTLY

Think about the type of work you're interested in and make a list of local organisations. Bristol has lots of amazing businesses and charities.

IDEAS TO EXPLORE

- Schools & nurseries
- Vets & animal charities
- Cafés, restaurants & hotels
- Shops & retail
- Offices, banks & law firms
- Theatres, museums & arts
- Libraries & charities
- Construction & trades
- Tech & engineering

3



SEND A PROFESSIONAL EMAIL

Include the following:

- ✓ Your name and school
- ✓ That you are a Year 10 student
- ✓ The dates you need work experience
- ✓ The type of work you are interested in
- ✓ Why you would like to learn about their organisation
- ✓ A polite thank you

4



LOOK FOR ORGANISED BRISTOL OPPORTUNITIES

Keep an eye out for specific programmes for Year 10 students. Organisations like the University of Bristol, Bristol Old Vic and Bristol City Council sometimes offer dedicated opportunities. Check your school emails, Unifrog and local websites regularly.



5



DON'T WORRY ABOUT FINDING YOUR "DREAM CAREER"

Work experience is about exploring options and building skills. You can gain valuable skills like communication, teamwork, organisation and problem-solving in almost any workplace.
Every experience is a step forward!

TOP TIP!

Start early and contact lots of employers. You might hear "no" a few times before you hear "yes" – that's normal! Keep trying, be polite and ask your school's Work Experience Coordinator for help.



BE PROACTIVE. BE POSITIVE. BE YOU.

Your future starts with the opportunities you create today!



Explore. Experience. Empower.

#AmplifyYourFuture