



WEEK COMMENCING 13 FEB

Weekly Notices

Your weekly careers notices and opportunities!

Weekly Update

It has been busy at Newstead Wood with an action-packed National Apprenticeships Week as well as the wrap up of the first set of Careers PSHE lessons. Our weekly assemblies focused on apprenticeships and other post-16 and post-18 options, with expert speakers visiting and explaining the range of career options. There was a great overview of the opportunities, the different sectors and levels available, including an introduction to higher and degree apprenticeships. KS3 students will be attending a similar assembly on 23 February and we hope they enjoy it as much as our older cohort did.

Year 10 students had the opportunity to participate in an apprenticeship and T-levels workshop. They were able to delve deeper into the benefits and differences from traditional pathways. The action-packed event included relevant local and national information as well as interactive quizzes and Q&A sessions.

On Thursday students visited Fidelity in the City of London for 'We Can Be', a very special careers event run by the Lord Mayor's appeal. This annual program provides young women with the opportunity to immerse themselves in the world of city working. Our students built confidence, learnt about making informed decisions about their careers, and got to see the City of London as a potentially exciting option for them.

Keep an eye out for opportunities that you can participate in, including our Work Wednesday lunchtime talks.

For more help or a chat

Visit me in the main office or
[email me](#)



Mrs Clarke-McBennett
CAREERS LEADER



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unifrog

Upcoming Events (Virtual)

Monday 23 February @ 4.30pm - 45 mins - [sign up](#)

English taster: exploring London's 'little ice age' through poetry and images

Thursday 26 February @ 2.30pm - 45 mins - [sign up](#)

Where could a degree in engineering take me?

Thursday 26 Feb @ 4.30pm - 45 mins - [sign up](#)

Design a more sustainably engineered future

Monday 2 March @4.30pm - 45 mins - [sign up](#)

From sketch to screen: the power of concept art

Monday 2 March @4.30pm - 45 mins - [sign up](#)

Interactive business taster: how do companies balance profits with social responsibility?

Tuesday 3 March @4.30pm - 45 mins - [sign up](#)

Humanities taster: studying culture, technology and society today

Wednesday 4 March @4.00pm - 45 mins - [sign up](#)

Cracking the case: how digital forensics solves modern crimes

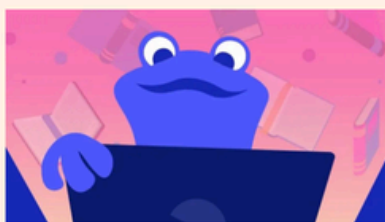
Monday 9 March @4.30pm - 45 mins - [sign up](#)

Careers session: become an energy engineer with £27,000 funding

Monday 9 March @5.30pm - 45 mins - [sign up](#)

Biosciences taster: the good, the bad and the bugly - how microbes shape life

Wednesday 11 March @4.30pm - 45 mins - [sign up](#)



University Subject Discovery Fair

Students

Parents

Virtual

From finance to nursing, law to creative arts, and engineering to teaching the Subject Discovery Fair is a great opportunity to find out all about studying at university and get all your questions answered by the experts. Join over 30 universities from across the UK to speak to their representatives via Q&A, and attend live sessions delivered by university academics to get an insight into the exciting subjects and trending topics you could be studying at university!

> Wed 18 Mar 16:00-18:30 UK time

[Sign up >](#)

University Special - What do I need to know?

The number of students going to university has massively increased over the past few years, but there is a lot of information to navigate. In this guide we will debunk some myths as well as highlight some of the upcoming webinars to help you decide what is best for you.

University Myths: What you Need to Know

There are lots of misconceptions about university – here are three common ones.

Myth 1: University means huge debt.

Student loans in the UK work differently from typical debt. Graduates only start repaying once they earn over £27,295 a year, repayments pause if earnings drop below this, and any remaining balance is written off after 30 years. What your child repays depends on what they earn – not the total tuition fee.

Myth 2: The highest-ranked universities are always the best.

Big names like Oxford, Cambridge, or Russell Group universities aren't automatically the best choice for every student or subject. Course quality, student satisfaction, graduate outcomes, and location can matter far more than overall rankings. The best university is one where your child will thrive.

Myth 3: Everyone has to go to university.

University is just one of many excellent pathways. Apprenticeships, degree apprenticeships, employment, gap years, and college courses can all lead to successful careers. The right choice depends on your child's interests, goals, and preferred way of learning.

Read the [full article](#) for more detailed guidance and support.

[Parents and Caregivers Session](#)

Worried about how your child will afford university? Join university experts to learn how student finance works, including loans, bursaries, scholarships, eligibility for support, and how repayments work after graduation.

Tuesday 3 March @5.30pm

[Student fees and funding at university.](#)

Unsure how university fees and finance work? Join this webinar to learn about tuition fees, student loans, bursaries, and scholarships – including what's available and how to apply.

Wednesday 4 March @4.30pm

[Student budgeting at university.](#)

Worried about affording university? This webinar covers key student costs, available financial support, ways to boost your income, and practical budgeting tips from a current student.

Wednesday 4 March @5.30pm

Further your Skills

Take a look at some of the great events coming up – simply click the links to sign up to any that take your fancy. All activities are free of charge and open to all.

Life as a Doctor



Step into the world of medicine

Join RMBF online on 25th February 2026 (5–6pm) for a FREE behind-the-scenes look at becoming a doctor. Hear from doctors and medical students about daily life, medical school, specialisms, and tips for applying – plus learn how RMBF can support you on your journey into medicine. [Sign up here](#)

Virtual Work Experience with NESO

Explore a Career in Engineering & Energy!

Are you in Years 11 – 13? If so, join the National Energy System Operator (NESO) for a Virtual STEM Work Experience and discover opportunities in engineering and sustainable energy on Tuesday 17 February from 10.00am to 2.30pm.

NESO is part of the UK Government and manages the UK's electricity and gas distribution.

[Sign up here](#)



Inspiring the Future - Student Event

Women Shaping Construction & Conservation

Step into the world of building and protecting our heritage. In this interactive virtual careers event, your students will meet women leading the way in construction and conservation, challenging stereotypes and creating spaces built to last. Thursday 26 February 9.30 – 10.30am. [Register here](#).

Kickstart: Focus and Energy

Master actionable strategies to reclaim your time, sharpen your mental clarity, and fuel your daily performance for a high-impact 2026. [Join in the conversation](#) and take part in a focused energy measurement including 'the concept and benefits of focused energy', 'changing our thinking', 'changing our actions' and 'build steadily and expect detours'. February 18 1.00 to 1.45pm

Half Term Opportunities

Rare Opportunity for Year 11 & 12 Students

Are you an aspiring legal professional in Year 11 or 12 searching for some much-needed work experience to add to your CV? Then we have the perfect opportunity for you!

Whether you're considering a solicitor apprenticeship or exploring the traditional university route, this exclusive Clifford Chance Virtual Work Experience Day is your chance to gain first-hand exposure to the legal world during February half term.

This one-day virtual programme is designed to help ambitious students like you develop key legal skills, learn from leading solicitors, and understand the different pathways into the legal profession.

Event Details

Date: Thursday 19 February

Time: 10.00 am – 3.00 pm

Location: Zoom (Virtual)

For: Year 11 and 12 students

Certificate of completion at the end to use on CV's, applications and LinkedIn

Register [here](#)



Personal Development

Maximise your half term by enhancing skills for academic and career success. Focus on employability, communication, and digital literacy to gain a competitive edge.

Key areas to concentrate on include:

- Building resilience
- Develop a strong CV
- Understanding various job sectors
- Aligning academic choices with career goals

Actions to advance career prospects:

- Research careers using resources like BBC Bitesize Careers and Unifrog.
- Seek work experience and volunteering opportunities.
- Participate in mock interviews and workshops for CV and presentation skills.



Virtual Work Experience Top Opportunities this Week



It's easy to get started

- Discover work experience

Browse, search and filter our opportunities to find what suits you.

- Register, sign in and apply

To apply, you need an account – it's quick, free and simple to sign up.

- Application review and decision

Once your application has been submitted your teacher will review it before it's sent to the employer who will let you know if you're successful!

From Zookeeping to Zoo Careers – Virtual Experience with Flamingo Land

06 May 26 • 2 days

Travel & Tourism

Remote opportunity



Order Up! Your Future in Hospitality Awaits!

04 Mar 26 • 2 days

Hospitality, Catering & Events

Remote opportunity



Curious about traditional crafts? Step into the past – and the future!

05 Mar 26 • 1 day

Creative Arts & Design

Remote opportunity



⚠ Closing date for applications: 19 Feb 26

Ever wondered how books are created, published, and brought to life ..

04 Mar 26 • 1 day

Creative Arts & Design

Remote opportunity



⚠ Closing date for applications: 13 Feb 26

Your First Step into Hotels & Hospitality Careers - A 1 Day Insight

11 Mar 26 • 1 day

Hospitality, Catering & Events

Remote opportunity



⚠ Closing date for applications: 25 Feb 26

Think the NHS is just doctors & nurses? Think again.

25 Mar 26 • 2 days

Healthcare & Medicine

Remote opportunity



⚠ Closing date for applications: 25 Feb 26



Years 10
and 12
only

WORK EXPERIENCE

MONDAY 13TH – FRIDAY 17TH JULY 2026 (5 DAYS)

WHAT'S THE POINT?

Work experience is crucial for exploring career paths and gaining essential skills. It provides real-world exposure, boosts confidence, and helps build a professional network.

Key benefits include:

- Testing personal interests
- Developing transferable skills like communication and problem-solving
- Understanding the relationship between education and job opportunities

LOCAL BUSINESSES

You can find a list of local businesses in this file. Please note, the places listed here have not agreed to offer work experience, this is just a directory.

[Local businesses](#)
[Unifrog contacts](#)

FINDING A PLACEMENT

If you're not sure where to start, here are some useful ideas:

- **Ask around:** Speak to family members, friends, or neighbours –someone may know a workplace that can offer you a one-day placement.
- **Local businesses:** Visit shops, hairdressers, cafes, garages, nurseries, or offices nearby and ask politely if they offer short placements.
- **Email or phone employers:** Write a short message explaining that you're a student looking for a placement (include the dates)
- **Think about what interests you:** Whether you're interested in animals, technology, sport, healthcare, or something else, try contacting places linked to your interests.
- **Be flexible:** Many places are busy, so be open-minded and positive about a wide range of opportunities.

If you're stuck or need help, speak to your form tutor or the careers team – we're here to support you.

HOW TO GUIDES

Helpful links:

- How to guide - [finding a placement](#)
How to guide - [contacting potential employers](#)
How to guide - [Researching possible placements](#)
How to guide - [Uploading your placement on Unifrog](#)



WORK EXPERIENCE

MONDAY 13TH – FRIDAY 17TH JULY 2026

CONTACTING POTENTIAL EMPLOYERS

It can be really nerve-wracking contacting employers to ask them for work experience. But it doesn't have to be that way!

On this page, we'll discuss how to be prepared when contacting employers.

- Use your school email address
- Use a straight-to-the-point subject.
- Use the employer's name if you know it, or Sir/Madam if you don't.
- Remember to proof read the email so there aren't any mistakes.

SETTING THE EMAIL OUT

Your email should be professional and include all relevant information:

- **Paragraph 1:** Introduce yourself and the school or college you go to.
- **Paragraph 2:** Say a little about why you are interested in the industry; a couple of sentences is enough. This shows that you've done research and have thought carefully about where you'd like to do work experience.
- **Paragraph 3:** Politely ask about work experience opportunities on dates you are able to attend. You can also ask for a meeting/phone call here too.

Emailing an employer

To: hello@StarkIndustries.com

Subject: Work experience

Dear Mr Stark,

My name is Peter Parker and I am a student at Midtown High School.

My interest in work experience with the Avengers was sparked when I visited your laboratory in Malibu, where I got to see your inventions. I have worked very hard to develop my teamwork skills and spider sense. I feel that with some guidance, I would be a great addition to the Avengers team.

I am looking to do some work experience between the dates of 10-24th February, to help develop my competencies and start to learn how to protect Earth. Do you have any spaces for work experience students at that time? I have attached a copy of my CV for your records.

Yours sincerely,
Peter Parker



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RESEARCHING POSSIBLE PLACEMENTS

It can be difficult to know where to start looking for work experience and find a workplace that you're interested in. This session is here to help though!

Your placement will give you the chance to explore a workplace of interest to you. That way, you'll find out whether you it could suit you in the future!

Researching the work experience options in your area is great way to figure out what you are interested in learning about.

THE UNIFROG APPRENTICESHIP TOOL

The Unifrog Apprenticeships tool isn't just for looking for apprenticeships!

The tool can help you to:

- Search for businesses to approach for work experience
- Get an idea of the types of industries that are available in your area

The Apprenticeship tool also shows you businesses that you're interested in on a map, so you can see how far they are from home!

Start by logging into your Unifrog account...

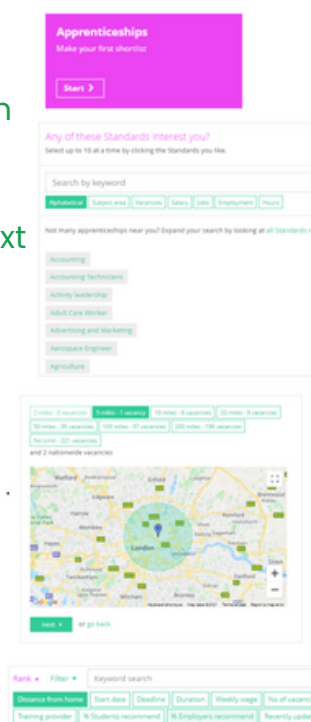
To use the Apprenticeships tool on your homepage:

- Search across various industries and select up to ten to explore.
- Filter results by travel distance using the map.
- Rank your results by "Distance from home" on the next page.
- Choose your preferred opportunities to create a shortlist.

This shortlist provides employer information, required skills, and job locations.

- Use the tool to identify companies for work experience.
- Note company names and your reasons for interest.

Conduct further research for contact details before reaching out. Don't forget to save to your Locker!



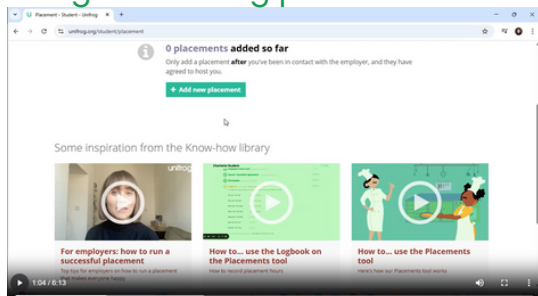


WORK EXPERIENCE

MONDAY 13TH – FRIDAY 17TH JULY 2026

UPLOADING YOUR PLACEMENT

We use Unifrog's placement tool to make sure all the paperwork and compliance is completed before you go on your work experience. Once you have agreed with an employer that you are able to work, you need to complete a form online. You can watch this handy [video](#) which will lead you through using the Unifrog placement tool.



THE UNIFROG PLACEMENT TOOL

At a basic level the tool is a series of forms which need to be completed by specific people at specific times; when one person finishes their form, the system automatically messages the next person in the chain.

The tool makes it easy:

- For students to get the ball rolling, then reflect on the placement afterwards;
- For the employer to follow
- For the parent/guardian to agree to the placement and stay informed of what's happening;
- For the school/college coordinators to have an overview of the whole process

Open the **placements** tool, via a tile on your homepage.

- Click 'Add new placement'
- Enter your start and end date, and placement advisor (Mrs Bull)
- For time commitment, choose 'full time', and choose 'in-person' for how you will meet the employer
- Complete the employer details, you will need to put in an address including postcode.
- Explain how you will travel to your placement
- Write down your objectives for the placement, this will go to the employer
- Enter the employer details – double check to make sure this is correct. It must be accurate or the employer won't get their email!
- Input your details, and your parents details. Again, make sure the email is correct as they will need to approve the placement.
- Check the tick boxes and click 'add placement'

The screenshot shows the Unifrog placement tool interface. It includes sections for 'Placements' (with a status bar showing '0 placements added so far'), 'Logistics' (with fields for 'Full time' and 'Will you meet the employer in-person'), 'Employer contact details' (with fields for 'Employer placement lead: name', 'email', and 'phone number'), and a 'Do you agree to:' section with checkboxes for 'Agree' and 'I agree to all four points above'. At the bottom, there is a 'Form finished?' section with a 'Check this form as finished and notify employer to fill in their initial form' button and a 'Add placement' button.