

Work Shadowing:

Here are a few top tips to help you find a good work shadowing placement.

Top Tips:

Start planning **early**, consider what you might like to do in the future, this will give you more opportunity of being able to find something suitable. If you are not sure what you want to do, think about what kind of environment you might like to work in for example working with people, working outdoors or in an office. You could also look for something which is related to your favourite GCSE or A-level subjects. If there is a sector you would like to find out more about e.g. media. You can divide your time over two placements if you prefer.

Do you belong to a dance or performing arts school, a sports club or do you take part in other activities? Could you shadow/help the teacher/instructor/leader? Who do you know? Friends and family and who do they know? Networking is a good way to find a placement? Can you travel? – Consider the locations and where you can get to each day.

If you are unable to find anything in the setting you would like to be in, think about where else you could gain experience e.g. For medicine or nursing you will gain valuable experience at a care home, nursery, special educational needs centre, pharmacy or funeral directors. If you are not able to find a placement at a solicitors' practice or barristers' chambers consider looking for a placement within a legal department of a company. If you are in year 10 and interested in teaching, try arranging a day at a school during inset days. Alternatively you could contact nurseries, after school clubs and holiday clubs etc.

Try lots of places, don't give up and follow up with a phone call if you do not hear. Tell employers and organisations why you are interested in gaining work experience with them and what you hope to gain. Read through the Work Shadowing Journal if you are unsure about what you can achieve through work experience.

Wherever you spend your time, whether it is relevant to what you want to do in the future or not, you will still gain experience in a working environment and this can be included in your CV or personal statement.

Resources:

Here are some resources to get you started.

The Stroud District Council Local Business Directory is a useful tool for generating ideas and to find contact details for local companies and organisations:

www.stroud.gov.uk/docs/business_directory.asp

If you are looking for voluntary work, the following website has a directory to search for local organisations who are looking for volunteers. You could use this to enquire about work shadowing.

www.do-it.org.uk

For some work experience opportunities in the Bath and Bristol area.

www.careersnearhere.com

To find national work experience placements.

Organisations and companies who offer work shadowing

Here are some local companies and organisations who take pupils and students for work experience. Some may only take a few each year and there are many more organisations and businesses who offer work experience.

Sector	Company/ Organisation	Information	Website
Accountancy	Hazlewoods LLP	<p>For Year 12 upwards only.</p> <p>Hazlewoods LLP are an accountancy practice based in Cheltenham who offer limited work experience and summer placements to year 12 and above.</p> <p>Work experience students are given work to do whilst here, whether that be assisting in accounts preparation or other documents.</p> <p>To apply send your CV and a covering letter to: recruitment@hazlewoods.co.uk</p> <p>Places are usually filled by March.</p>	<p>www.hazlewoods.co.uk</p> <p>Email: recruitment@hazlewoods.co.uk</p>
Animals and wildlife	Wetland Centres – Slimbridge	The Wildfowl & Wetlands Trust (WWT) is a conservation charity that saves wetlands, which are essential for life itself. Wetlands are the primary source of drinking water for people and wildlife. They also connect us with nature, and with ourselves, through beautiful landscapes and inspiring encounters with wildlife.	<p>http://www.wwt.org.uk/wetland-centres/slimbridge</p> <p>Email: enquiries@wwt.org.uk</p> <p>Tel No: 01453 891900</p>
Animals and wildlife	Oak and Furrows Wildlife Centre	‘On the job’ training is a wonderful way to learn and that is how work experience works here. The students have to take their place within the team, are treated as a member of staff and are expected to behave accordingly. They are put through induction on their first day; this includes health and safety, what is expected from them and what they can expect from us. It is not making coffee situation, it is real ‘work’ experience however they do need to understand cleaning it a huge part of the work here.	<p>www.oandf.co.uk/getting-involved/work-experience</p> <p>Contact Katia 01285 862439.</p>
Animals/ veterinary	Bowbridge Vets	Based in Stonehouse and Stroud.	<p>www.bowbridgevets.co.uk</p> <p>Bowbridge Surgery: 01453 762350</p> <p>Stonehouse Surgery: 01453 825796</p>
Animals/ veterinary	Clockhouse Veterinary Hospital	Based in Nailsworth and Stroud.	<p>www.clockhousevets.co.uk</p> <p>Tel No: 01453 752555</p>
Animals/ veterinary	Cotswold Wildlife Park	Based in Burford, Oxfordshire. All students must have an interest in following an animal related career path. Relevant practical experience would be an advantage.	<p>https://www.cotswoldwildlifepark.co.uk/work-experience/</p>

		<p>Students aged 16 – 18 can apply for a one to two week placement on our Children’s Farm area working predominantly with domestic species.</p> <p>Students aged 18 and above can apply for a four week placement working on one of our four animal sections;</p> <ul style="list-style-type: none"> • Reptiles & invertebrates • Birds • Small mammals & primates • Large mammals <p>All four week placements start on the first Monday of each month, no exceptions.</p> <p>Whilst every effort will be made to match your interest with the relevant section, due to the high demand for placements this will not always be possible.</p> <p>All students must undergo an interview before being accepted. If you are interested in applying for a placement in 2018/9 please download our application form (word document) and return it to the email address given on the form.</p> <p>We will be accepting applications for 2019 from October 2018.</p>	<p>Tel No: 01993 823006</p> <p>Email enquiries@cotswoldwildlifepark.co.uk</p>
Animals	Teckels Rehoming and Boarding	<p>Teckels is based in Whitminster, Gloucester. We run a rescue and rehoming centre as well as providing excellent boarding services for cats and dogs. We are highly trained in animal welfare and passionate about what we do. Work experience is available, however, <i>for those aged 14-17 an accompanying adult must also attend and both parties must complete the volunteer application process and induction.</i></p>	<p>www.teckelsanimalsanctuaries.co.uk</p> <p>Tel No 01452 740300</p>
Archaeology	Cotswold Archaeology	<p>Based at Kemble Enterprise Park in Cirencester.</p> <p>We have a long history of working with local schools and colleges to provide work experience placements for students aged 14 to 18 who are interested in a career in Archaeology.</p> <p>Due to the nature of our fieldwork (and the associated insurance/Health & Safety considerations) placements can only be offered within our offices, limiting archaeology-based placements to our Finds Department. Students will be able to carry out a variety of tasks including finds processing and quantifying, processing environmental samples, sorting environmental residues, illustration, and, where possible, site visits to observe archaeological fieldwork and basic finds identification.</p> <p>The demand for placements during certain periods may exceed the number available and so we operate a “first come, first served” system. Where a student has a specific interest in archaeology and/or history, and their preferred dates are not available, we will seek to offer alternative dates outside term time if desired.</p>	<p>Please email careers@cotswoldarchaeology.co.uk for further information or to request a placement</p>
Architecture	Millar + Howard	<p>Architects practice based in Chalford, you will have the opportunity to get involved and</p>	<p>www.mhworkshop.co.uk</p>

	Workshop	learn more about the working world of architecture.	Tel: 01453 887 186 Email: info@mhworkshop.co.uk
Architecture	Quattro Design Architects	Based in Gloucester, Quattro are able to offer a structured and active work placement which will include using CAD software, replicating and producing designs, learning more about the working world of architecture and landscape architecture and making the odd cup of tea. To apply, look at the website, send a CV and covering letter with the dates, the reason and what you hope to gain from your placement to Kate Da-Costa-Greaves, Senior Associate. Requests for placements are high so you are advised to apply at least 6 months in advance, however, they may be able to accommodate you if enquiring nearer the time.	www.quattrodesign.co.uk Email: Kate.dcg@quattrodesign.co.uk Tel No: 01452 424234
Art	SVA	Based in Stroud, studio and project space for contemporary art. SVA is a charity which helps support artists to raise their profile through production and presentation of their work.	www.sva.org.uk Tel No: 01453 751440 Email: office@sva.org.uk
Art	Pegasus Art	Based in Stroud, Pegasus Art supply fine art materials and hold regular art demonstrations, workshops and classes.	www.pegasusart.co.uk Tel No: 01453 886560 Email: info@pegasusart.co.uk
Art/Sculpture	Pangolin Editions	Based in Chalford.	www.pangolin-editions.com Tel No: 01453 886527 Email: Enquiries@pangolin-editions.com
Art	The Stencil Studio	Based in Stroud, The Stencil Studio specialise in hand cut stencils for home and business. The Stencil Studio is the only UK company offering a hand cut custom stencil cutting service.	www.stencilstudio.com
Art/Couture	ACP Galleries	We inspire extraordinary wearable art...Based in Painswick, Gloucestershire ACP Galleries are able to offer work experience from year 10 upwards, this could include assisting with exhibitions, the gallery, costumes and during March-mid July administration for the annual festival. The gallery is open from 10-4 every day. Contact Rosanna by telephone or email and she will tailor your placement around your interests.	www.canvasforcreativity.com Email: galleryacp@gmail.com Tel No: 01452 814522.
Aviation	Cotswold Airport Aviation Scholarship	Funded by Cotswold Airport owner Ronan Harvey, The Scholarship will run for 2 weeks over the summer holidays. An opportunity for 12 students aged 14-18 to experience all career options available within the aviation sector. During the scholarships, students will receive tuition at the airport's aviation ground school, including flying lessons, experience at first-hand the work of air traffic controllers, flying instructors and engineers, whilst receiving guidance from aviation professionals heading blue chip organisations such as Rolls Royce and Airbus. Applications accepted between January - April. Competition is high and you will be expected to attend an interview.	http://www.cotswoldairport.com/cotswold-airport-aviation-scholarships
Banking	HSBC	Work experience opportunities will be available through June and July, Applications open in December. Supported by experienced managers, you will be shadowing colleagues and encouraged to ask questions to help you understand more about HSBC. During the work	http://www.hsbc.com/careers/student-s-and-graduates/programmes/uk-work-experience-programme

		experience, you will learn what it is like to work in one of our retail, commercial, operational or head office areas (subject to availability).	
Business Engineering Innovation IT	Ecotricity	<p>Based in Stroud, Ecotricity offer a wide range of work experience opportunities, these include the following departments: Ops Development (practical, engineering, wind turbines), Marketing, various IT- related departments, Legal Department, Customer Service, Ecotalk (innovation/new ideas/new projects). On the first day you will meet with the lady who deals with work experience to discuss expected behaviours, health and safety and what you hope to gain from the experience, you will also be given a schedule of times and contacts for the week. You will have a follow up meeting on the last day to review the week.</p> <p>To apply email HR@ecotricity.co.uk FAO Katrina Watkins detailing your interests, the subjects you are studying, what you would like to do in the future and what you hope to gain from the placement.</p>	<p>www.ecotricity.com</p> <p>Email: HR@ecotricity.co.uk Katrina Watkins</p>
New Product Design Marketing Sales	Kohler Mira	<p>Based in Cheltenham.</p> <p>Have you considered applying for one of our work experience opportunities? Throughout the year we offer students the opportunity of a placement in different departments across Kohler Mira, including New Product Design, Marketing and Sales. We aim to provide with a unique experience that provides insight into business and specific functions of interest over a day or a week.</p> <p>If you would like to apply for a work experience placement, please complete all sections of the form below, at least 8 weeks in advance of your requested dates, and send this, along with a covering letter detailing why you'd like to come to our business and which areas you'd like to explore, to earlycareers@mirashowers.com</p>	<p>https://www.mirashowers.co.uk/about-us/careers/early-careers/</p>
Business Engineering	GE Aviation Systems	<p>Based in Cheltenham, GE Aviation offer the following work experience:</p> <p>Business Leadership for GCSE and A-level students Engineering for A-level students</p> <p>Manufacturing Engineering for GCSE and A-level (Manufacturing Engineering covers supply chain and engineering roles as a more general overview)</p>	<p>Email: Cheltenham.workexperience@ge.com</p>
Engineering Manufacturing Human Resources	Airbus	<p>Based in Filton and Broughton in February, June and July.</p> <p>Please send a CV plus an email which states your age, address/email, telephone number, area of interest, why you would like to complete work experience at Airbus. The dates you can attend and the site you would like to complete work experience and any other</p>	<p>www.airbus.com</p> <p>Email: workexperience@airbus.com</p>

<p>Communication Finance Procurement.</p>		<p>additional information. Please mark your email WORK EXPERIENCE FILTON or WORK EXPERIENCE BROUGHTON. 2019 dates: February Half Term: 18 - 21 February (Filton only) 25 - 28 February (Broughton only) Easter: 8 April - 11 April (Filton only) 15 April - 18 April (Broughton only) Summer Term Time: 17 June - 20 June (Filton and Broughton) 1 July - 4 July (Filton and Broughton) 15 July - 18 July (Filton and Broughton)</p> <p>Applications open until:</p> <ul style="list-style-type: none"> * Friday 30 November 2018 for the February half term and Easter dates * Friday 1 March 2019 for the Summer term dates * Selection will be based on the application * Successful applicants will be notified after the closing dates 	
<p>Aeronautical Engineering Finance Marketing Health & Safety HR IT</p>	<p>GKN Aerospace Engineering Services</p>	<p>Based in Filton in Bristol, GKN Aerospace Engineering Services offer work experience to pupils and students from year 10 upwards in aeronautical engineering, finance, marketing, HR, health and safety, IT.</p> <p>To apply for work experience contact Natasha Dawes.</p>	<p>WWW.GKNAEROSPACE.COM</p> <p>Natasha Dawes HR- Training Advisor GKN Aerospace Services Limited Building 07B PO BOX 500 Golf Course Lane Filton BS34 9AU United Kingdom Phone: +44 117 317 5685</p> <p>Natasha.dawes@gknaerospace.com</p>
<p>Engineering HR Accounts Purchasing Project</p>	<p>LB Bentley Limited</p>	<p>Based in Stroud, LB Bentley Limited are able to offer a hands-on work experience placement tailored to your interests. You will have an introduction, be allocated a buddy and receive formal feedback about your placement. To apply, you need to write a letter or formal email to the Head of Human Resources outlining the area of business you are interested in, the dates you would like to complete the work experience and what you hope to gain from the time you will spend at LB Bentley.</p>	<p>www.lb-bentley.com</p> <p>LB Bentley Limited Kingfisher Business Park, London Road, Stroud Gloucestershire GL5 2BY</p>

Management Sales and Contracts			kate.wilkins@lb-bentley.com
Business Engineering Assembly	Messier-Bugatti Dowty	Based in Gloucester, Messier-Bugatti Dowty are able to offer work experience in the following areas: engineering, assembly, finance, customer service and facilities. Due to the nature of the work for example test engineering, some placements are observation only. It is advisable to apply before Christmas, send a letter to the Work Experience Coordinator explaining the reasons you would like to complete a placement at MBD, the area of business you are interested in, the dates you would like to complete the work experience and what you hope to gain. If you are interested in engineering, please state the type of engineering you are interested in.	www.safranmbd.com Work Experience Coordinator Human Resources Messier-Bugatti Dowty Cheltenham Road East Gloucester GL2 9QH
Care (elderly)	The Acorn Centre	Based in Stroud.	www.theacorncentrestroud.org Tel: 01453 766533 Email: enquiries@theacorncentrestroud.org
Care (children and babies)	Treetops Children's Centre	For year 10 pupils, there are opportunities to work shadow in the day care nursery. Treetop's Children's Centre hold a family support service, however this is term time only so year 11 and 12 students could request to include this as part of a work experience/shadowing placement after their exams.	www.treetopschildrenscentre.co.uk Contact Lyn Gillam, Family Services Manager or Sally Campion, Day Care Manager Tel No: 01453 549860
Catering	Lavender Bakehouse and Coffee Shop	Based in Chalford.	www.lavenderbakehouse.co.uk Tel No: 01453 889239 Email: email@lavenderbakehouse.co.uk
Catering	Hobbs House Bakery	Bakery, shop and bistro in Nailsworth.	www.hobbshousebakery.co.uk Tel No: 01453 839396
Catering Front of House Accounts Sales and Marketing Human Resources Maintenance Gardening Spa	Calcot Manor	Based in Tetbury, Calcot Manor are able to provide work experience opportunities in a range of different career areas. To apply contact Sally Skeldon (this should be you rather than a parent or carer). A follow up meeting will be arranged with you and a parent or carer to discuss which option is best for you, dates and to set up the placement.	www.calcot.co Email: sally.skeldon@calcot.co Tel No: 01666 891246
Civil Engineering	Tony Gee LLP	Tony Gee Stonehouse offer a week of work experience specifically aimed at Year 10 students that is based upon a previous project involving the design and construction of a	www.tonygee.com

		<p>footbridge over the railway so is very much civil / structural / geotechnical engineering focussed. Students spend each day with a different engineer and work their way through conceptual design, engineering calculations and selection of a final option. Year 12 and 13s can also complete work experience at Tony Gee. To arrange a placement, contact Susie Jutsum by email.</p>	<p>Email: Susie.Jutsum@tonygee.com</p>
Computing/design/electronics	Imagination Technologies	<p>PowerVR Graphics Hardware design team, based in Almondsbury, Bristol BS32 4UD.</p> <p>Opportunity to gain 1-2 weeks experience working either with the PowerVR 3d graphics hardware design team. The team is responsible for designing the inner workings of the graphics engines that makes your mobile phone and tablet computers produce stunning 3d graphics. There will be an opportunity to see the team in action and to learn about logic design and scripting.</p> <p>Or the MIPS Hardware Team - UK</p> <p>Join the MIPS Hardware team for work experience and immerse yourself in the world of microprocessor design. Members of the UK team cover all aspects of the delivery of MIPS M-Class and I-Class processors; through digital design, verification and physical design stages; including the creation of internal tools and flows to support the MIPS teams in this process.</p> <p>Within the MIPS team, we shall introduce you to the range of activities experienced within the workplace, getting you involved in tasks that aid the team on the creation of our advanced mobile CPU technologies.</p> <p>An excellent opportunity to understand how skills learned though studies can lead to a career in electronics engineering. This is particularly suited to students with an interest in programming, mathematics and electronics.</p> <p>To apply click on the appropriate link button on the website.</p>	<p>http://www.imgtec.com/careers/school-students/work-experience.asp</p> <p>Tel No 01454 389 000</p>
Digital Marketing Web design and branding	Sozo Design Limited	<p>Based in Cheltenham and London</p>	<p>www.sozodesign.co.uk info@sozodesign.co.uk</p>
Engineering	Delphi Diesel Systems Ltd	<p>World leaders in the Design and Manufacture of Diesel Injection Systems for heavy duty applications (9-16 litre engines), On Highway and Off Highway. Based in Stonehouse.</p>	<p>www.delphi.com Email: Gary.Miller@delphi.com Tel No: 01453 828282</p>
Engineering	Gloucester Engineering Training	<p>GET Training design and deliver engineering and training programmes for large and small organisation and are based in Gloucester. GET can offer work experience from October to</p>	<p>http://get-trained.org/</p>

		<p>June. During the placement, pupils and students will spend time in the electrical/electronic workshop putting together lighting circuits, undertaking some soldering and other circuit building. In the mechanical workshop there will be an opportunity to learn hand fitting techniques and to produce a basic component to take home. To arrange a placement, contact GET with the dates you would like to complete work experience.</p>	<p>Email: info@get-trained.org</p> <p>Tel: 01452 423461</p>
Engineering	Rolls-Royce	<p>Work Experience Duration</p> <p>Our Work Experience programmes can be defined by the business area supporting each student's placement. We recommend that the minimum duration for Work Experience is one week. This gives sufficient time for a variety of experiences to be provided together with time for targeted employability skills guidance and careers conversations.</p> <p>Process for Students/Schools/Colleges Requesting Placements Requirement</p> <p>GCSE Students should have or be studying for 9-3 Grades in Mathematics; English; Science and one other subject for a Practical placement. For a Technical placement, Students should have or be studying for 9-4 Grades in Mathematics; English; Science and one other subject.</p> <p>Please note applications can be made from October and should be received at least two months prior to the start date.</p> <p>Please complete and submit the attached WEX Application Form to workexperience2@rolls-royce.com</p> <p><i>For Safeguarding reasons, we are requesting that students under the age of 18 only apply for placements within a reasonable travelling distance local to a Rolls-Royce site.</i></p>	<p>http://www.rolls-royce.com/sustainability/better-future/education-and-work-experience/work-experience-for-14-19-years-old.aspx</p>
Engineering	Renishaw	<p>Renishaw offer around 70 placements per year to year 10-12 pupils and students who attend schools in Gloucestershire during that last two weeks of the summer term. During the placement you will be given a project to complete as part of a team and agree roles within the team. As part of your team you will deliver a presentation on the Friday.</p> <p>Who are we looking for?</p> <p>Applicants are expected to express a specific interest in engineering and Renishaw as a company</p> <p>Applicants are expected to have an idea of which area of the business they would like a placement in, such as electronics, mechanical engineering, software</p>	<p>http://www.renishaw.com/en/work-experience--34712</p>

		<p>What to include in your application:</p> <p>Please send a letter detailing the following:</p> <ul style="list-style-type: none"> • Why are you interested in a career in engineering? • Why do you want to do your work experience at Renishaw? • Which area of engineering would you like to be placed in? • Do you have any relevant interests/hobbies that you think would be relevant to your application? • Tell us when are you available to do your work experience – most schools have specific weeks in which pupils do work experience, but you may also be available during half-terms and holidays • Home address and telephone number • If you have a CV please attach that too <p>Renishaw open their application process from October.</p>	
Fashion	SuperGroup Plc (Superdry Academy)	<p>We do offer work experience here in our Head Office in Cheltenham, as we receive a lot of applications we can't always agree to take placements. The way we would place work experience is that we would take a contact direct from the student to include as much information as possible i.e. Study year, what area of the industry would be of interest to them, dates of work experience (advisable to provide several dates), a CV if appropriate and a cover letter expressing interest.</p> <p>We get requests for fashion specific -departments such as Graphics, Design and Photo Studio we also get requests for other areas of the business such as IT, Creative Media and Finance.</p> <p>We cannot guarantee work experience with us due to the volume of applicants and availability of teams, to give a student the best experience. Also please note that we may not be able to take work experience over a long period of time, typically we take a week and under.</p> <p>Students are welcome to send requests to us using superdry.academy@supergroup.co.uk</p>	<p>www.supergroup.co.uk Email: superdry.academy@supergroup.co.uk</p>
Film	Halo Films	You must love film, you will apply for work experience as if you were applying for a job, so	www.halofilms.co.uk

		need a CV and you will have an interview. Halo Films are based in Berkeley.	info@halofilms.co.uk Tel No: 01453 810914
Film	Icon Films	Based in Bristol, Icon Films offer one or two weeks work experience throughout the year. The work experience is based around your interests. Register your interest by emailing jobs@iconfilms.co.uk and you will be sent an application form. Icon Films will require confirmation from your parents or carers and your school that they are aware you will be completing the work experience. This is a popular placement and so it is advisable to make contact 6 months in advance.	www.iconfilms.co.uk Tel No: 0117 9102030
Film/video Production	BexMedia	Based in Gloucester, BexMedia specialises in video production, motion graphics and 3D animation.	www.bexmedia.net Tel No: 01452 347585 Email: hello@bexmedia.net
Film	Pinpoint Media	Based in Cheltenham, Pinpoint Media create engaging films for thousands of brands across the world.	www.pinpointuk.com Tel No: 01242 300360 Email: office@pinpoint-media.global
Food Nutrition Quality Assurance Lab-based	Müller Milk & Ingredients	Based in Stonehouse, Muller Milk and Ingredients are able to offer a one week work experience placement in the lab analysing samples, tasting products etc. To arrange a placement, write a letter or send an email to Zoe Lambert asking for a placement, stating why you wish to work with us and the dates. Zoe will contact you back and arrange.	www.muller.co.uk Zoe Lambert QC Manager & QA Manager- Creamery Müller Milk & Ingredients Oldends Lane Stonehouse GL10 2DG Email: zoe.lambert@mullermilk.co.uk
Healthcare Optometry/ Audiology	Specsavers	Based in Stroud, the owner of this branch is able to offer you a good and informative work experience placement.	Website: www.specsavers.co.uk/stores/stroud Tel No: 01453 766 601
Law	Harrison Clark Rickerbys	Solicitors based in Cheltenham.	www.hcrlaw.com Tel No: 01242 224 422
Law	WSP Solicitors	Solicitors based in Dursley, Nailsworth, Stroud and Gloucester.	www.wspolicitors.com
Law and business	Burges Salmon	For pupils and student in Year 10 to Year 12 thinking about a business career, the Bright Sparks Programme takes place in June and July in Bristol. Applications open in December.	https://www.burges-salmon.com/careers/business-professionals/work-experience/

		<p>The week long programme provides first-hand insight into the commercial world and includes a group project and spending time in a variety of departments.</p> <p>The experience will help you to narrow down your career options and open your eyes to professional paths you may not have previously considered.</p> <p>Our programme is tailor-made to give you a feel for what life is like at Burges Salmon whilst giving us a chance to get to know you. This means you will not only learn about the role of lawyers but also gain insight into other functions like Finance, IT, Human Resources, Marketing and Business Development.</p> <p>While here, you will learn more about teamwork, organisational and presentation skills as well as quality, accuracy and attention to detail. You will also learn about confidentiality and how to deal with people at different levels of the firm, building confidence, commercial awareness and interpersonal skills.</p>	
Law/Business	Bristol Civil Justice Centre	<p>For year 10 only:</p> <p>Based in central Bristol, the Bristol Civil Justice Centre offers a work experience programme that provides the opportunity to learn about the Court Support Team, Probate, Civil Administration, Fees and Tribunals. You will be able to observe and assist.</p> <p>You will need to be able to get to central Bristol by 9.30 on the Monday and 9.00 on other days.</p> <p>To arrange, email e-filing@bristolcountycourt.gsi.gov.uk</p>	<p>Website: https://courtribunalfinder.service.gov.uk/courts/bristol-civil-and-family-justice-centre</p> <p>Email: e-filing@bristol.countycourt.gsi.gov.uk</p>
Law	Withy King	<p>Our work experience placements last 3 days and take place between May and September. During your time with us you will have a chance to experience a variety of tasks across a number of our legal departments which could include: General office administration, attending client meetings, reviewing documents, shadowing lawyers.</p> <p>If you like what you see and are interested in applying for work experience with us you will need to meet the following criteria:</p>	<p>Website: https://www.roydswithyking.com/careers/workexperience/</p>

		<ul style="list-style-type: none"> You must be at least 16 years old at the time of your placement You must be able to carry out a placement in one of the following locations: Bath, Oxford, Swindon, London. You must be available for a placement between May and September. You should be able to demonstrate a genuine interest in pursuing a career in law. <p>There are a limited number of placements across our office locations so to avoid disappointment and in order to be considered, you will need to apply online.</p> <p>Please note that all placements are unpaid.</p> <p>We will open applications for 2019 placements in November 2018 until January 31st.</p>	
Law	Lyons Davidson	Aimed at sixth formers, Lyons Davidson offer work experience at their Bristol office providing an insight into the day to day workings of a national law firm. Applications open early 2019.	<p>Website:</p> <p>https://www.lyonsdavidson.co.uk/careers/work-experience-apprenticeships/</p>
Local Authority (various departments and services)	Stroud District Council	Stroud District Council offer a comprehensive Work Experience Programme, this includes an introduction to working in a busy, professional environment as well as an understanding of the wide range of services we provide: Environmental Health, Cultural Services, Asset management, Corporate Resources, Community Safety, Planning, Communications, Canal, Tenancy, public spaces and customer service. Pupils and students complete an application form, which can be downloaded from the website, indicating their area of interest.	https://www.stroud.gov.uk/jobs-and-training/work-experience-placements-for-students
Local Authority (various departments and services)	Gloucestershire County Council	Gloucestershire County Council are able to offer work experience placements, however, there are some departments where this might not be possible due to the nature of the work or during busy periods. If you would like to complete work experience at GCC, use the website to decide which department you would like to gain experience in and contact the named individual for that department. Please state why you would like complete work experience, the dates you would like to attend and your age. Where a contact name is not listed, email Lisa Hanratty who is based in the Human Resources department. Lisa.hanratty@gloucestershire.gov.uk	www.gloucestershire.gov.uk
Local Authority (various departments and services)	South Gloucestershire Council Based in Yate and Thornbury in Bristol.	South Gloucestershire County Council are able to offer work experience placements, however, there are some departments where this might not be possible due to the nature of the work or during busy periods. If you would like to complete work experience at SGC, use the website to decide which department you would like to gain experience in and contact the named individual for that department. Please state why you would like complete work experience, the dates you would like to attend and your age. Where a contact name is not listed or if you are interested in a particular type of work e.g. IT email the Human Resources department hrrservicecentre@southglos.gov.uk .	www.southglos.gov.uk

Medicine and Nursing	NHS Gloucester Hospital	<p>Due to the volume and increasing number of requests we receive to support students through work experience we have recently changed our process. We now run half day workshops and so far have offered places on Surgical, Medicine, Nursing, Midwifery, Dietetics in our Education Centres. Students are eligible if they are in year 11 and above, and who either live or study within the Gloucestershire area.</p> <p>If a student would like to be added to our waiting list for one of the workshops they would need to contact either a member of the Lifelong Learning team. Nearer the time of the workshop the student will be sent a link for them to book a place, however places are allocated on a first come first serve basis.</p> <p>Once students have attended a workshop, if they would like to gain further experience or an actual placement, we can provide them with the relevant information about the process at our Trust as well as signposting to other healthcare organisations in the county.</p> <p>The Pathology department hold laboratory tours at both Gloucester Royal Hospital, and Cheltenham General Hospital, on alternate months, excluding August.</p>	<p>https://www.gloshospitals.nhs.uk/work-us/work-experience/</p> <p>Email: ghn-tr.lifelong.learningteam@nhs.net</p> <p>For Pathology Tours, Email: ghn-tr.pathology.generaloffice@nhs.net</p>
Medicine, Nursing and Physiotherapy	The Vale Hospital, Dursley Stroud General Hospital	<p>For Year 12 upwards only.</p> <p>If you are interested in medicine, nursing or physiotherapy, both hospitals are able to offer students work experience placements. These are popular placements so it is advisable to make contact early in the academic year.</p>	<p>The Vale Hospital, Dursley: For general medical Julie.lerigo@glos-care.nhs.uk</p> <p>For Physio: Susan.Lee@glos-care.nhs.uk</p> <p>Stroud General Hospital. For general medical Kate.Turner@glos-care.nhs.uk</p> <p>For Physio: Susan.Lee@glos-care.nhs.uk</p>
Multimedia	Furry Feet TV	Furry Feet produce local TV and videos and are based in Cirencester.	<p>www.furryfeet.tv info@furryfeet.tv Tel No: 01285 831549</p>

Music	DB Studios	Music studio based in Stroud.	www.dbstudios.co.uk Email: db@enterprise.net Tel No: 01453 752542
Music & Media Marketing	Access Creative College Bristol	Based in Hengrove in Bristol, Access Creative College is an educational training provider for music and media. Taster days are held during the half term school holidays for young people to come and have free reign of the studios to gain recording, rehearsal, tech, games design and media experience. See website for the next date and to book a place. Access Creative College Bristol also run a Digital Futures work experience programme. http://accesscreative.ac.uk/support-for-schools/support-for-schools/	www.accesstomusic.co.uk/centres/bristol 309 Central Park Petherton Road Hengrove BRISTOL BS14 9BZ T: 01275 891 847 E: atm.bristol@accesstomusic.ac.uk
Publishing	The History Press	Book publishers based in Stroud.	www.thehistorypress.co.uk Email: web@thehistorypress.co.uk Tel No: 01453 883300
Recruitment/ Business	First-Base Recruitment	Based in Stroud, First-Base are an exciting, busy team working to support recruitment requirements for businesses throughout the M4 and M5 corridor.	www.first-base.co.uk Email: http://first-base.co.uk/contact-us/ Tel No: 01453 755330
Travel & Tourism	WTL (Wotton Travel Ltd)	Based in Wotton-Under-Edge, WTL are able to offer work experience which will help you gain an insight into and some experience in business and retail travel. To apply, contact WTL with details of which year group you are in and your school, why you would like to complete work experience, what you hope to gain from the placement and the dates you would like to attend.	www.wtlholidays.com Email: wtl@renishaw.com Tel No: 01453 525210
Youth Support Fundraising/events	The Door Youth Project	Based in Stroud, The Door offers a range of support and activities for young people. Work experience is tailored to your interests and could include shadowing and helping the Youth Workers, business administration, IT, fundraising and organising events.	www.thedoorproject.org.uk Contact Barrie Tel No: 01453 756745
Youth Support Fundraising/events	Creative Youth Network	Creative Youth Network are based in Bristol and work with a wide range of young people from different backgrounds. Through creative methods run a number of projects, programmes and support. Creative Youth Network will consider work experience applications on an individual basis.	www.creativeyouthnetwork.org.uk Email info@creativeyouthnetwork.org.uk Tel No: 0117 9477948 Dial 2 for The Station