



THE IMPORTANCE OF WORK EXPERIENCE

WEX Dates:

Monday 29th June – Friday
3rd July 2026

Own Find Deadline:

Friday 13th February 2026

KEY DATES

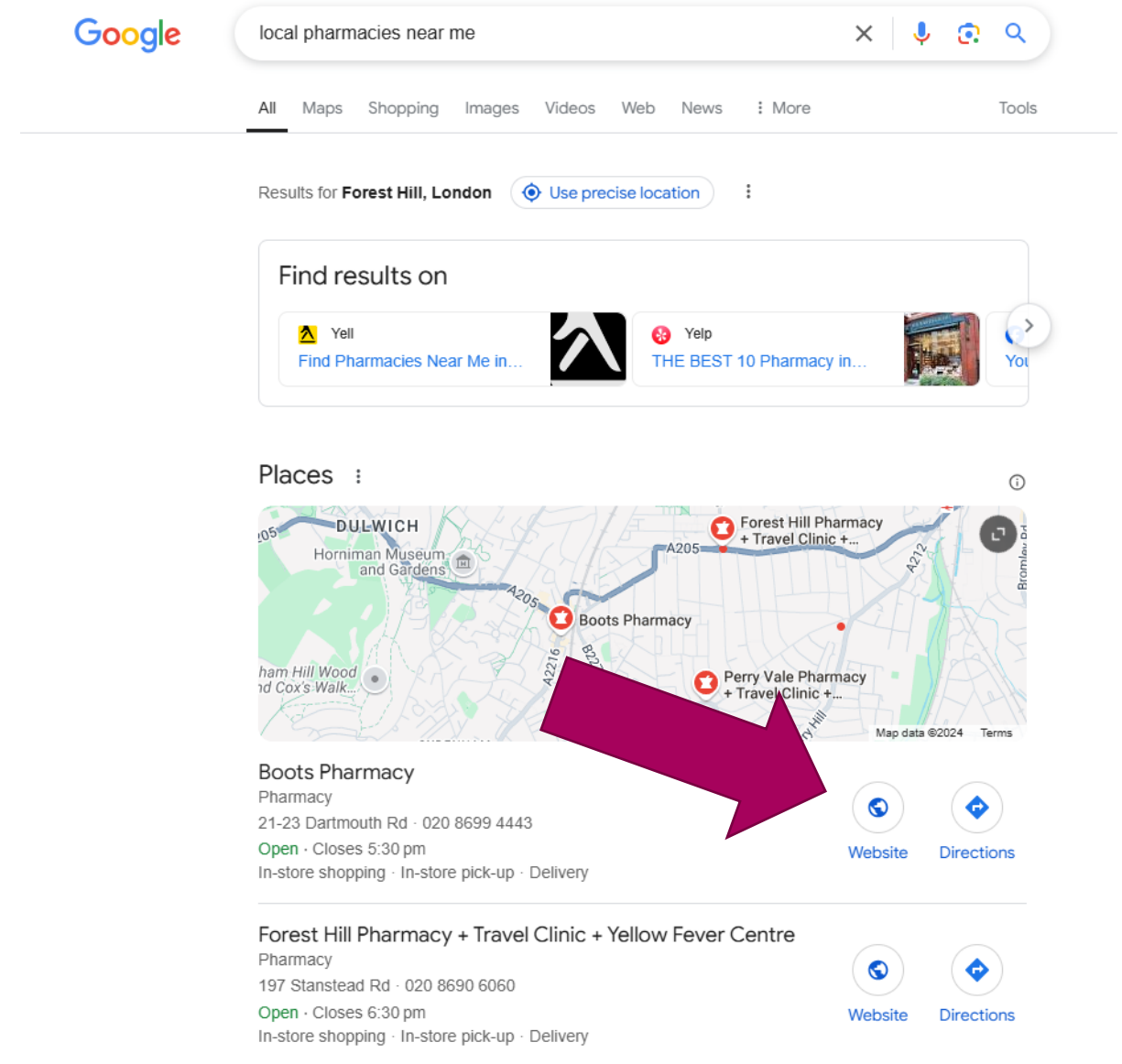
Why It's Best to Find Your Own Placement (Family & Friends)

Higher chance of success – placements are more likely to be secured when arranged through personal contacts.

Comfort & confidence – working with someone they already know helps reduce nerves and makes the experience more positive.

Tailored opportunities – family and friends often know their interests and can help find a placement that suits them.

Quicker process – less waiting around, as arrangements can often be confirmed sooner.



GOOGLE

Students can use the Google search function to find possible work experience placements.

For example, if your child wanted to work in a pharmacy for the week, they could start their search by typing in:

"Local Pharmacies near me"

Google will produce a list of local pharmacies and all you must do is click on the website button and find their contact information

Google

local pharmacies near me

All Maps Shopping Images Videos Web News More Tools

Results for **Forest Hill, London** [Use precise location](#)

Find results on

[Yell](#) [Find Pharmacies Near Me in...](#) [Yelp](#) [THE BEST 10 Pharmacy in...](#)

Places

Boots Pharmacy
Pharmacy
21-23 Dartmouth Rd · 020 8699 4443
Open · Closes 5:30 pm
In-store shopping · In-store pick-up · Delivery

[Website](#) [Directions](#)

Forest Hill Pharmacy + Travel Clinic + Yellow Fever Centre
Pharmacy
197 Stanstead Rd · 020 8690 6060
Open · Closes 6:30 pm
In-store shopping · In-store pick-up · Delivery

[Website](#) [Directions](#)

DISCOVER LEWISHAM

You can also use the Discover Lewisham website search to find work experience placements near you.

You can click on the sector that most interests you and a drop-down list will appear with businesses you can contact within that sector

+ Food scene (cafes, restaurants, local markets, food stores)

- Creative arts and music

Aaja Digital Community Radio (online)

AAJA Music is a grassroots music space and digital platform DIY broadcasting powerhouse.

Arty Farty Makers Market

Exciting new makers market curated by local LGBTQ+ creatives and hosted regularly at Catford Mews, in addition to collaborating on Catford Pride.

Brockley Jack Studio Theatre

Local theatre with an inclusive programme of plays and film viewings, focused on promoting new writing.

Catford's Broadway Theatre

Recently renovated and historic theatre which stands proud in the heart of Catford. Since 1932 it has been a showcase for the best live music, comedy and theatre.

Catford Mews

Independent entertainment venue with a focus on community. Three cinema screens, a café, a bar, five local food vendors and space for hire.

Come As You Are

Tuesdays during term time, 3.30pm to 8pm, The Albany, Deptford, SE8 4AG.

IRIE! Dance Theatre

IRIE! Dance theatre has a very comprehensive education programme. The company provides African and Caribbean dance and drumming workshops and classes for children as young as 5 through to adults. Accredited by University of Roehampton.

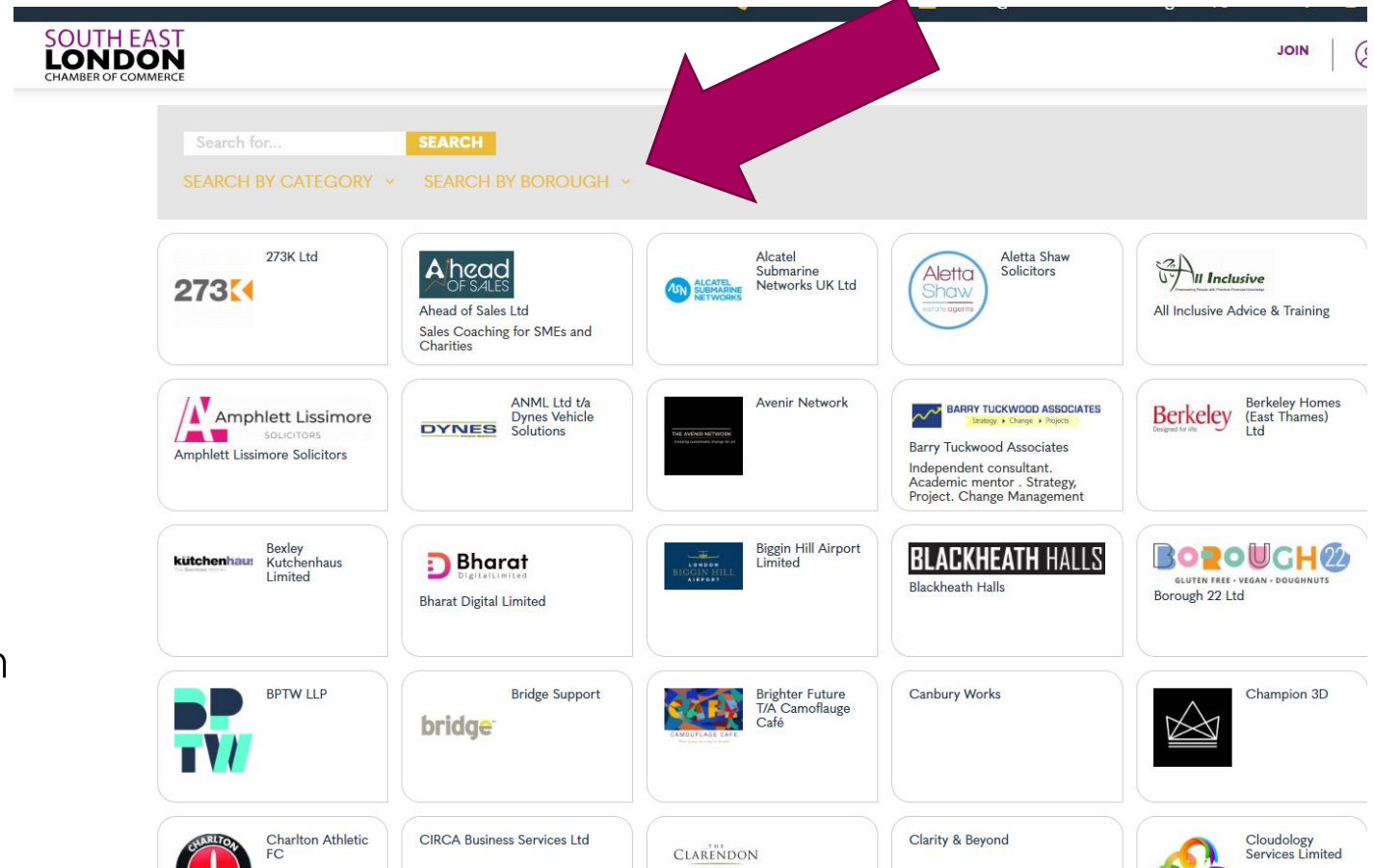
Midi Music Company

SOUTHEAST LONDON CHAMBER OF COMMERCE

This will be the same with the Southeast London chamber of commerce list.

Having all the businesses in south London in one place should make the process a lot easier.

You can also search by borough and category.



USE THE TEMPLATE

Students will have been sent a template email by Miss Mangal which they can edit and send to each employer.

They will need to edit the information on the template for every person they contact!

Sample letter / e-mail for application for work experience

'Cut and paste' this text as a template for your application for work experience. Feel free to adapt as you see fit, give details of the subjects that you are studying, the type of work that you are interested in (e.g. IT, marketing, administration, engineering, etc.) and your career interests.

(Your contact details)
(Date)

(Address of business)

Dear (TITLE + NAME),

Work Experience.

I am a student at (ENTER SCHOOL NAME).

I have a great interest in (SUBJECT / CAREER) and am seriously considering it as my chosen career path.

This work experience is intended to provide an insight into the field and what it is really like. From my time on work experience I hope to gain that very insight to tell me if the (SPECIFIC JOB AREA / DESCRIPTION) is the path I really want to follow.

I would very much appreciate it if you would consider whether your company would be able to offer me a suitable placement during the week/s of (ENTER DATES).

(Mention personal interests / previous work experience / responsibilities as appropriate)

If you have any queries please contact me at the above address, e-mail: (EMAIL ADDRESS) or tel: (YOUR HOME NUMBER) / (YOUR MOBILE NUMBER)

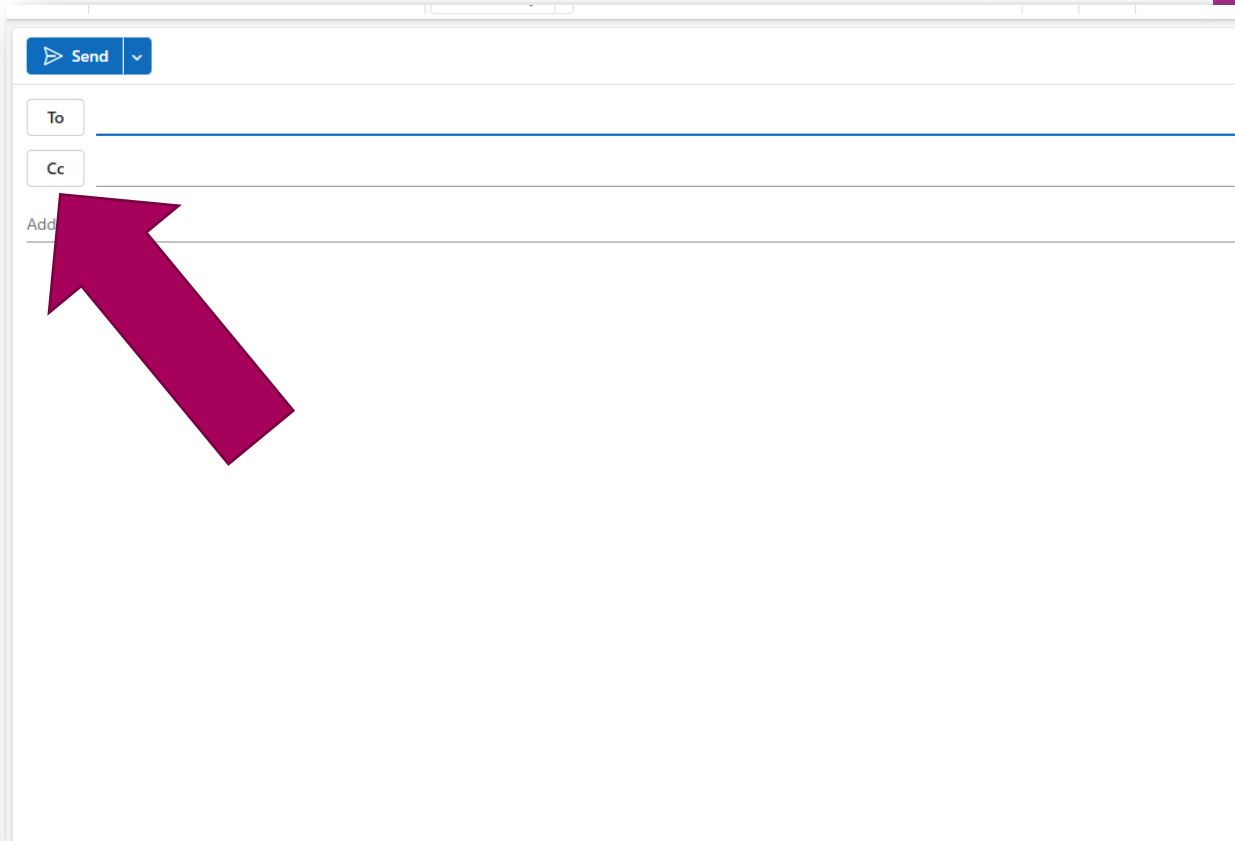
Thanking you in anticipation,

Yours sincerely

(YOUR SIGNATURE)

(NAME)

I need to keep track of everyone the student is contacting. Please make sure that your child is cc'ing Miss Mangal and their Head of Year into EVERY email they send to an employer.



A screenshot of an email composition window. At the top left is a blue 'Send' button with a right-pointing arrow and a dropdown arrow. Below it are 'To' and 'Cc' fields. At the bottom left, there is an 'Add' button. A large red arrow points from the bottom left towards the 'Add' button.

DO YOU COPY?

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