



*“My manager was inspirational to me”*

*“Work experience has given me a better work ethic going into senior cycle”*  
*“Everybody at some stage should work in a shop”*

*“Work experience helped me to choose subjects for Leaving Cert level”*  
*I’ve learned things that will stand to me in life”*

**Loreto Community School**  
Milford, Co. Donegal

**Pobalscoil Loreto**  
Baile Na nGallóglach, Contae Dhún Na nGall

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## **TRANSITION YEAR 2019 / 2020**

### **WORK EXPERIENCE OUTLINE**

- Students go out on work experience one day per week (\***Thursdays**\*).
- Students are expected to work **school hours** (9am– 4pm). This may vary slightly.
- Students are given two weeks from the beginning of school term to secure a placement.
- Students should secure **two** work placements to gain maximum benefits (Sept.-Dec. and Jan.-May)
- Pub work and working for immediate family is to be avoided.
- Students **aged 16** presenting to work in primary schools / childcare etc. will have to check employers’ specific vetting requirements
- If students experience difficulties in securing placements then let us know and we can help in advising.
- Employers are asked to fill in a student evaluation at the end of each placement.
- In the **rare** event that a student cannot attend work experience **both** the employer **and** school must be notified of the absence.
- **Please note:** Work placement attendance forms part of each student’s school record of attendance.