

## Humber EBP Awards 20\*\* Nomination Form

for the Pupil who has Performed Exceptionally Well on Work Experience

Name of Pupil:

School:

Contact:

Telephone no:

Sample

**1. Describe why you feel the pupil has demonstrated exceptional commitment/interest and/or initiative during their Work Experience programme:**

Preparation for the placement was of great importance to JD, she read through all the information prior to the placement to ensure that she could make a full contribution to the team. Punctuality and time keeping were excellent, but it was the degree to which she got herself involved in the project and the commitment she showed following a job through that was exceptional. She impressed employers taking on increasing responsibilities without any problem.

**2. Give details of the pupil's involvement in the production of, or contribution to, particular programmes/projects relating to Work Experience:**

JD was instrumental in setting up the placement. She carried out preparation exercises within lessons maturely and on her return to school was brimming with enthusiasm, taking full part in the debriefing. She is an excellent example to promote work experience.

**3. Comment on the standard to which the Work Experience Journal was completed by the pupil:**

JD's diary was thorough giving all details required of her itemising clearly what she did and all the skills used. All aspects were covered including Key Skills. She demonstrated good knowledge of the roles and responsibilities in the work place

**4. Indicate how the Pupil has used knowledge, information and skills gained from Work Experience:**

The new skills and knowledge gained were applied to her GCSE coursework. The move from theory to practice was of great benefit to her. She also has enhanced her understanding of health and safety issues and applies this to Risk Assessment situations.

**5. Give details of feedback received from the Employer that indicates the Pupil's outstanding performance:**

The employer said, ' JD has shown initiative and displayed an excellent attitude to work. She was pleasant, polite and willing and would fit easily into a team environment'

**6. Please use this section for any additional information you feel is relevant to support this nomination:**

JD admits that this would not have been her first choice of placement but she was determined to make it a success.

Please return the completed form by:    <sup>th</sup> April 200\*

Fax To: 01482 391761

Please return the completed form to:    Sandra Cooper, Humber EBP

East Riding of Yorkshire Council, County Hall - Room AF30, Beverley, East Yorkshire, HU17 9BA