



Newpark  
Comprehensive School  
Scoil Chuimsitheach  
Na Páirce Nua

## **Transition Year Work Experience**

Dear Employer,

Thank you again for facilitating our work experience scheme for Transition Year students. We really appreciate your help and support – without you there could be no programme. Over the years our students have found the Work Experience placements extremely beneficial and interesting and we hope that they contribute to your workplace in an enthusiastic and thoughtful way. No payment is expected for work experience as it is considered to be part of the student's education in Transition Year.

Overleaf is a progress report which we ask you to complete and return to the student's form teacher at the end of the placement (preferably via the student, or by post or email if necessary). Please return the form as soon as possible as it is very important for our Transition Year records and student assessment.

Should you experience any difficulty during the placement, please do not hesitate to contact me at Newpark.

Yours faithfully,

Morgan Lennon  
Transition Year Coordinator  
Newpark Comprehensive  
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