



## Transition Year 2024-2025 Compulsory Student Work Placements

### **Community care placement.**

This placement begins on December 16<sup>th</sup>. (16<sup>th</sup> – 20<sup>th</sup> of December)

Students are encouraged to find a placement in any charity organisation. This placement can also be in the student's local area e.g., tidy towns, Lions club, local St. Vincent de Paul organisation.

The online community care placement form should be completed by all students on or before the 29<sup>th</sup> of November.

### **Students who cannot find a placement can opt to avail of work experience.**

Please note there will be no formal class during this week.

### **Work experience placements.**

**Parents and students should note that a list of companies that previous students participated in cannot be forwarded due to data protection.**

The dates of the compulsory work placement are fixed and there will be no formal class in the College for TY students during those two weeks.

Students are obliged to complete the compulsory two-week block which begins on February 24<sup>th</sup>. Students must source their own placement in a work environment which is broadly in line with their prospective career path. It is not advisable to seek a placement in a local shop, students should think about the learning experience they should get from a placement.

A standard work experience letter is supplied to each student along with the current college insurance certificate. A renewed insurance certificate will be issued to all students after the current renewal date.

### **Placement options.**

- Students can take a placement in one venue for two weeks.
- Students can take a placement in two separate venues for week 1 and week 2.
- Students may take a placement in a foreign country.

The online work experience placement form must be completed by all students on or before the 7<sup>th</sup> of February 2025.

### **Additional work experience placements**

Students may avail of an additional work placement which is limited to one week. This week specifically refers to placements which are offered by companies or 3<sup>rd</sup> level institutions. Before accepting a placement, students must apply to the College by completing the "Request for College absence form" and uploading the completed pdf to the online Request form.

**Please note it is the responsibility of students to source all placements.**

**All relevant links to online forms are available on the College website under the Transition Year section.**

