

23 May 2023

## GRADE 10 JOB SHADOW PROGRAMME

Grade 10 Parent / Guardian

We would like to encourage you to support your child's involvement in the Job Shadow Programme of our school. This is part of the subject Life Orientation.

### **The job shadow will take place from the 16-20 October 2023**

The programme provides each Grade 10 learner with an opportunity to observe a career/ occupation of their choice. With the considerable pressure on young people nowadays to make long term educational choices at secondary and tertiary level, it is crucial to access as much information as possible to make informed decisions. Exposure to the working world and its everyday routine affords the student a more realistic understanding of what an occupation may entail.

The aim of the job shadowing is to explore an occupation "hands-on" with a view to guiding or confirming the learners' choice of post-school / tertiary education path.

Benefits to be accrued from observation include exposure to the working world in general, and first-hand knowledge of the demands of the learners' chosen occupation. The experience may serve to orientate learners to more specific goal-directed attitudes to schoolwork because they are proceeding proactively to a future of choice.

As a school we would not like to see learners doing their job shadow in the family business. It is important for the learner to also be exposed to other working environments than that of their own family. Learners may also not do their job shadow at our school as this might cause conflicts of interests. We ask you as parents to cooperate with us.

**The job shadow process will involve the following steps:**

**Step 1:** Each learner should decide on the career field they are interested in (e.g., law, medicine, business, hospitality). It is important that they talk this through with you as a parent/guardian.

**Step 2:** The learner then needs to find a suitable business/workplace for a possible job shadowing placement – one that is in line with the career field they are interested in.

**Step 3:** The learner, with support from their parent(s)/guardian(s), should contact the identified business/workplace to find out if it would be willing to accommodate them as part of their job shadow placement.

**Step 4:** Once the placement is secured, the learner is required to provide details of the **workplace in the consent form**. This should include the name of the company, contact person as well as a telephone number. **The consent form should be filled in by the learner and a parent/guardian**, and not by the business/workplace.

Prior to their excursion, learners will be instructed as to professional expectations regarding appropriate dress, behaviour, responsibility etc. since the programme is conducted under the supervision of the school. Evaluation of the experience will continue upon return to school. Learners then have to compile a project on their experience, which has to be presented during class.

In line with the school's policy of developing our learners and preparing them with life skills to cope with the demands of the world beyond the school gates, and in view of the dividends to be accrued from the job shadow experience, it is important that every Grade 10 student participates.

If you need further information, please feel free to contact me via e-mail.

Thank you. Yours sincerely

**Carl Pilkington**

Career Guidance Counsellor

CarlPilkington@dsk.co.za

**This form must be handed in by 21 July 2023**

**CONSENT FORM**

I, parent/guardian of \_\_\_\_\_ in Grade: \_\_\_\_\_ hereby give my consent for \_\_\_\_\_ to participate in the 2023 Job Shadow Programme of the Deutsche Internationale Schule Kapstadt.

- 1) The projected field of job shadow (please give two options):

\_\_\_\_\_

- 2) The business/workplace that we have chosen to approach:

Name: \_\_\_\_\_

Contact person: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_