

Top Tips for VWEX Employers

Meaningful experience (2-way interaction) so has a combination of live sessions, tasks, and projects.

Keep it simple bitesize sessions.

Give time between sessions so individuals have the opportunity to reflect.

Be available to respond to school.

Use a member of your team who wishes to develop their skills by acting as a mentor.

Obtain feedback for future sessions.

WHAT YOU NEED TO KNOW H & S

Employer LIABILITY INSURANCE COVERS PEOPLE ON WORK EXPERIENCE Individuals on work experience are covered by the employer's existing employers' liability insurance policy.

HEALTH AND SAFETY GUIDELINES MADE SIMPLE Health and Safety Executive Guidance makes it easier and less burdensome for employer's keen to offer work experience placements. There are very few work activities a young person cannot do due to health and safety law. However, it is important to remember that as an employer, you have primary responsibility for the health and safety of the student and should be managing any significant risks.

- explaining the risks and how they are controlled when inducting any individual undertaking work experience, checking that they understand what they have been told and know how to raise health and safety concerns
- keeping checks in proportion to the environment the young person will be working in – for further advice on health and safety, visit www.hse.gov.uk/youngpeople/workexperience

Safeguarding

- **Minimum cohort sizes:** We only facilitate placements for 5 or more students. These students may be from different schools/college. This minimum placement cohort means students will never be in one-to-one calls or online meetings with employers. I would suggest employers do this if they plan to offer VWEX.
- **Email accounts:** School/college provides email accounts for all students to us so that employers cannot view their personal contact details. They send this to us as we host the placement however if it were done via employer and school without a third party then it would be for the school and their safeguarding policy to decide that they can share the data.
- **Oversight:** We run the placements through our own Google Classroom account/ Teams, meaning we have full visibility of all interactions taking place between employers and students. (discussion, announcement, live) I would say that the school then must take this responsibility of facilitating the placement if schools do not use a provider.