



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Reece Butler

Form: 10B

*For my work experience I worked at the Oast & Squire Beefeater in Fareham for two weeks, my working hours were 11am-6pm. My working job title was front of the house team member, on the first day I was introduced to the team, and the shift manager showed me around the premises and had a Health and Safety talk which involved what I should do in the case of a fire and what I can and can't do while on work experience. Then I was given the job of cleaning all the menus, once finished I then began the job of clearing tables when they had been used. Then I cleaned all the table legs and chair legs in the restaurant area. I did this for most of the first week everyday, on the Second week I was shown how to make soft drinks (Size glasses for each drink etc.) and this is what I did for the second week, I enjoyed this, as it gave me responsibility, the staff I worked with were very friendly and made me feel welcome and I felt I could talk to them for advice and if I went wrong they would help me. Thankfully I did not go wrong anywhere and I was fine with whatever task they gave me. From this work experience I have learnt that communication skills are valuable in jobs as you will need to converse with fellow employees while at work, I learnt what employers were looking for, A hard working, enthusiastic worker who was happy to do whatever jobs they were given and worked as part of a team and not an individual, I feel that this experience has given me a valuable look at what working will entail and what is expected and the stress that may be involved. I was given information by some staff; they told me that trying my hardest in college and school was important, as if I wanted to pursue a career I shouldn't give up on it. I am pleased with my work on this work experience as I felt welcome in a working environment now. I have understood the companies health & safety policy and understand the need for needing PPE etc.*

Student Signature: *RButler*

Date: 23<sup>rd</sup> May 2011



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Brandon Thoma

Form: 10A

For my work experience, I did my placement at Martins in Stubbington village. From the first day I was motivated and ready to show the employers what I can do. I did this by being early and asking lots of questions to help my understanding. The staff helped me throughout the two weeks given me advice on work matters and personal things such as telling me certain jobs. I got on well with my colleagues which helped me through the days. The jobs I had to do were: Behind the till, stocking stock, sorting out wages and communicating with customers. I think communication was a key part as I gained more confidence from it. I do think working behind the till was a main part of my role which also will help in later life for a part time job. I now know what employers look for, hard working, enthusiastic, willing to learn workers. I am a patient hard-working, willing to learn boy and I showed that to my boss by being eager to do the next job with as much enthusiasm. I did make mistakes for example I made my till freeze by accident which held up the customers. I learnt from that by making sure I knew what I did wrong and what not to do next, on this example it was a certain button. I made sure the customers were always right and when they got argumentative, I dealt with them being very apologetic. My lifetime ambition is to work as an accountant working with numbers or starting a new business, that's why I wanted to see how a small business works. My main attributes are working with numbers which was put to full use when my job was to sort out the wages within the business. In conclusion I had an enjoyable, efficient time on my placement which will help me in later life.

Student Signature: *B. K. Thoma*

Date: 23/05/11




# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Martin Good

Form: 10A

On my work experience I worked at "Taylor and Son Joinery" I found it very enjoyable and I learnt lots of new valuable life skills. I got to experience life in the workshop and out on site. My colleagues were very supportive and gave me lots of advice and personal experiences, to help me become successful in the joinery trade. I now know what employers are looking for, for example enthusiasm, willingness to learn, concentration and confidence. I also know what I need to do to become successful (a 2 year course in woodwork and one in heavy woodwork machinery). I was also told that going into an apprenticeship with a day release to college is a good route to take as it gives you all experience needed and a place to practice it in. The boss told me that I was extremely impressive on site and my work was extremely well appreciated. They have asked that we can stay in touch with the idea of them giving me at an apprenticeship at the age of 16 and I hope to peruse this opportunity. My ambition is now to get well know in the trade and eventually gather enough wages to create my own joinery business. I therefore I think that this was a very worthwhile experience and has given me a foundation to shape the rest of my life around.

Student Signature: 

Date: 23/05/11



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Sophie Doust

Form: 10G

For my work experience I worked at the New Theatre Royal in Portsmouth. My main jobs were doing front of house, watching tech rehearsals and making posters, however this varied every day as it depended on what shows were on. I also helped advertising by making a leaflet for new customers and giving out leaflets on guildhall. This job did involve some administration as one day I had to add contacts to a computer. The hours were 10am-5pm including an hour lunch break. I needed to be flexible as on many days there were shows! I really enjoyed doing front of house (selling programs and showing people to their seat). There wasn't anything I really disliked but after a while filling in contact information became quite tedious. The people I worked with were really kind and welcoming, I also meet another work experience girl called Rachel and were going to keep in contact. My supervisor said she would give me a reference in the future. I also learnt lots of new skills such as doing front of house, developing my communication skills and working with colleges. I learnt what employers look for in an employee: Punctuality, enthusiasm, confidence and able to work well with a team. I learnt a lot about the theatre and its history as I got to sit in on some students listening to a speech. I learnt about the different jobs in a theatre and their main roles. I was also told I was welcome to come back in future in the summer. My work colleagues gave me a free new theatre royal t-shirt at the end. I really enjoyed my time working at the New Theatre Royal and learnt a lot from it.

Student Signature: *Sophie Doust*

Date: *23/5/11*



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Hazel Crosland

Form: 10B

I went on Work Experience to Blue Dot Graphics and Printing in Portchester. I spent one week at Blue Dot and was able to work with all 4 of the employees on all aspects of the business including T-Shirt printing, graphics design, and photo editing. I worked from 10am to 5pm however the staff were very thoughtful and let me leave 15 minutes early to catch the bus home. I got on well with all the employees and I felt right at home as soon as I arrived on my first day, I was kept busy throughout the day which made the time fly by. I was taught how to use Photoshop and Corel design and was given the chance to design my own business cards and posters. Near the end of my time at Blue Dot I was given the opportunity to design a business card for a customer to the shop. I was very pleased when I was told that the customer decided to print 200 copies of my business card.

The only duty I didn't enjoy as much during my time at Blue Dot was dealing with more difficult customers. Luckily I was with another employee most of the time and I was therefore never on my own with customers. During my time I learnt all the skills employers are looking for, including: punctuality, enthusiasm, and confidence.

On my last day of Work Experience my employer offered me a Saturday job at the shop and also asked me to come back during the school holidays. All in all I had a great time and learnt lots of new and valuable skills which I believe will help me in later life.

Student Signature: H. Crosland

Date: 23/5/11



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Dana Hughes

Form: 10A

Going on work experience was a worthwhile experience, as I was able to work in the "real world."

Whilst on work experience I recognised the skills and qualities that employers look for, for example enthusiasm and willingness to learn. I was therefore able to learn and build on these skills to increase my knowledge for later life. On work experience I was able to help with jobs such as; cleaning, using computer software and communicating with colleagues and staff. Communication was the most important and valuable skill I learnt, because I can apply this to both school and later life.

Work experience has taught me the roles and responsibilities of work and those in the work place. I enjoyed experiencing work in the environment we had the opportunity to, because I was able to work with people who have had the experiences that I am yet to have. Overall my whole experience has taught me the skills I need for later life; this was the most worthwhile part of having the chance to work in the "real world." Talking to people at my work experience has prepared me for any future careers I may want to pursue, because I have a better understanding of the work place.

Student Signature: *Dana Hughes*

Date: 19<sup>th</sup> May 2011



# CROFTON SCHOOL

## Work Experience Personal Statement


Name: Lauren Cleave

Form: 10a

For my work experience, I worked at Titchfield Primary School. This experience was amazing, as I got to experience what life is like in the working world- tiring! But working in a school has actually helped me want to work harder on my GCSE's in order to be able to go to college and university to work towards becoming a primary school teacher. It has opened my eyes to knowing how to deal with different situations, especially pupils who find it hard to read and write. I also got to show my creative side by making a display for the classroom, I got to show many of my various skills and I think my colleague was very impressed with how I handled different situations and how well I interacted and got on with the children.

Working with the children was extremely rewarding, such as working with a girl called Kirsty with her ten times table. On my last day they had a test and she got ten out of ten and to see her so proud of herself was amazing. I have become more confident around adults too. I was so scared about having to sit in the staff room at morning and lunch, but they were all so friendly and they were very impressed with my team work when it came to planning lessons. I had many jobs such as listening to the children read and helping them with their math and creative writing.

I enjoyed every moment I spent working at the school and I didn't want to leave, and seeing how hard all the teacher's work was inspirational- which also made me realize how hard adults actually work. The respect they earn from the students is amazing and I loved working there, I want to work there forever!

Student Signature: 

Date: 23<sup>rd</sup> May 2011



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Rebecca Hood

Form: 10W

I spent two weeks starting on the 3<sup>rd</sup> may 2011 working inside La fitness at 'The Salon'. It is a independent hairdressers as it is his own business. My main duties at work were cleaning the work area, washings clients hair, accountancy work and making tea and coffee. I got well with my boss who is good because there was only the two of us working in a small area, he was welcoming and I very much enjoyed working with him.

At work I enjoyed learning to mix hair colours and watching him create creative and different styles on clients as when I am older I want to have a job in something creative. At work there wasn't much that I didn't enjoy except at the beginning of every day I had to a group of certain jobs and it got quite boring and repetitive.

At work the new skills I learnt were how to communicate with people in a polite manner and I also learnt how to handle your own money in a working environment. This will be helpful as when I am older I wish to start my own business or be my own boss at work. I also learnt how to design creative styles and ideas for peoples' hair.

Before I went into work experience I had no real idea what I wanted to do when I am older. I now know what things to expect with timings even though I worked short hours it was tiring so I think I am more prepared of what to expect when working. After the first week I was tired but I still tried to sustain the same amount of enthusiasm. I would happy to go back to work there during the summer holidays as I have been offered a Saturday job there. I will not get paid to work there however I think it would be another good experience.

Student signature:

*RAHood*

Date: 6/6/11



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Abigail Kathryn Earnshaw

Form: 10W

On the second of May 2011 I started my two weeks of work experience at Crofton Hammond Junior School. My job title at Hammond was class room assistant to the year four classes. As a class room assistant my main duties were to help the children when they were stuck, to make sure they were safe and happy and to gain experience from working in a classroom.

As soon as I met the staff at Hammond we got on well, they were kind and welcoming and lunchtime in the staffroom was fun and enjoyable. Every day I looked forward to work and that is partly because of the lovely sunny attitudes from the staff and children at Hammond school.

My favourite part of working at Hammond has to be working with the children. It was really nice remembering how it was when I was there age and observing how different it is now from how it was when I was at junior school. At the end of my work experience the children presented me with a few cards that they had made, this made me feel valued and loved. It really made me appreciate my work experience and how important teachers are in Children's lives.

I did not really enjoy leaving the children, because I had grown close to the children and did not want to go back to school. I have realized how important teachers are especially in the younger generations lives.

The funniest thing about being a teaching assistant is observing the children. Sometimes they do the funniest things and some of their arguments are quite amusing. I never realized how petty my arguments when I was younger, this work experience has really opened my eyes to what it is people do in the "big wide world of work."

Working at a junior school has really done me some good. Before I went into work experience I was clueless on what I wanted to do when I work up. Now I have a little more direction. I really enjoyed work experience and wished t hadn't ended. I have learnt lots of things whilst being at Hammond and know now that teaching is something that I would really love to do.

Student Signature: *Abigail Earnshaw*

Date: 6/6/11



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Matthew Prothero

Form: 10G

*For my work experience I worked for two weeks at a Pet shop in Gosport. For my work experience I worked from 9am-6pm. On my first day I was taken though were everything is in the shop and I was told health and safety. On my work experience I liked the people that I worked with they were very friendly and kind and I enjoyed working with they. At my work experience in the mornings I had to give the animal's food and water and for the rest of the day I had to work around the shop and help out like: stacking shelves, facing up, cleaning the animals out. But on Tuesday's and Friday's were the delivery days were I helped take the stock out to the shop floor. On my work experience I have learnt how to talk to customers and I didn't find it that hard at all, I also found out that if you work in a pet shop with cockatiels that don't stop making noises, that's all you hear when you work in the shop. I enjoyed the experience of working for two weeks because I learnt a lot when I was there and I didn't enjoy cleaning out the animals because it was smelly! Some of the skills that I learnt were talking to people and lots about working life. I found out that the world of work can be hard and sometimes a challenge! I liked my experience and they said that I was one of the best work experience person that had been there. They also said that they would take me on in the future if I wanted to go back there.*

Student Signature: *M Prothero*

Date: *23<sup>rd</sup> May 2011*



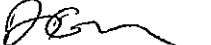
# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Dan Coggan

Form: 10A

For my work experience I worked at Three Meadows Cattery and Kennels. This placement was not my first choice placement as my other placements were taken. However I like working with animals and when I read the description I wanted to work there. For the first day I was shown what to do and how to do it. The jobs I had to do were: Cleaning out the cats and dogs, feeding the cats and dogs, sweeping up, washing up and helping with customers. The staff helped me and gave me advice if I went wrong. I got on well with the staff, they were friendly and good company to be with. They made me feel safe and secure and I was happy to work with them. One of the staff gave me advice about colleges and school. I now know what employers are looking for; they are looking for a confident and hard working enthusiastic and willing to work worker. I learnt how to deal with customers, but with that I learnt communication skills to. I learnt about health and safety regulations and what to do in a fire.

Student Signature: 

Date: 23/05/11



# CROFTON SCHOOL

## Work Experience Personal Statement

Name: Travis King

Form: 10G

In my work experience I worked Gosport borough council in the housing department; I went around the local area with several people from the department shadowing their jobs. For instance, on my second day I went to an eco-friendly house that Gosport borough council were looking at copying that was located in Petersfield it contained several different environmentally friendly inventions, one of which had never been tested before. It was called "flush rain" and had only been previously tested in the inventor's household. In the office I got on well with everyone really well and even though everybody was serious and taking calls all day they still had jokes and laughs and made me feel welcome.

I had several days where I went off on trips with the housing officers and went off to do more surveying of houses to make sure the maintenance of the houses was up to date. There were also different types of work in the office including admin and surveying. I showed an interest in the Surveying side and didn't want to do a lot of admin so my supervisor Kate booked up the whole two weeks with only two days of admin. I did not enjoy the admin but the admin I did saved the people that would have had to do it from doing it. I could also relate to a lot of the workers because I would like to take a lot of the courses they have already taken and done, so I gained a lot of guidance from the workers. I also was given an hour slot with the senior chairman to explain about the trip I had to the eco-house. It only took about 15 minutes to talk about this in detail so I had time to ask questions about the detailed parts of the job.

I have learnt a lot about the planning and permission you need for building and have learnt roughly the run through of how this system works. I also visited an OAP home where it had been adapted for disabled people. This required CAD and therefore I had a run through of CAD by a professional. This was extremely useful because I want to be an architect.

I have learnt the ropes about what it takes to be in the world of work and I found my work experience very helpful for my future.

Travis King

06/06/11