



CONSTRUCTION YOUTH TRUST

Guide to providing Work Experience

The type of work experience offered will vary depending on if its trades or professions based, but we would usually recommend 1-2 weeks. T

The students will be aged 16+ so DBS checks will not be required for employers.

For activity ideas you could use those listed below. This list is not extensive, but we believe it includes a wide range of different activities that provide the student or young person with an insight into a wide range of different roles, departments, responsibilities and duties that an employee of the company might have to complete on any given day.

Professions

- Interview members of different teams, to give an insight in the day-to-day roles of employees in the company.
- End of week reflective presentation on the different people they have met, their job roles, site visits, etc.
- Site visit
- Lunch with different teams everyday
- Write blog about experience during placement
- Office based activities such as:-
 - Diary Management
 - Data Input/Admin
 - Project Research/Reporting
- CV shortlisting task/work with HR team
- Health & Safety survey
- Website Audit and subsequent report
- Sitting in on meetings

Trades (Young Person will always have a CSCS card)

- Site tour
- Young person ideally should experience at least three areas of construction - the reality is that our young people are ready only for labouring, but they should labour for a brickie, chippie, plasterer etc.
- Work Diary, to be filled out by YP daily and signed off by the placement supervisor at the end of the placement
- Sitting in on any meetings



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The following are a list of recommendations that we suggest for an employer to agree to in order for the student to gain the most from the placement.

Professions

- Make sure the student feels comfortable and confident in their surroundings, and within the team they're embedded in.
- Provide appropriate and supportive line management, ensuring the student always has tasks to complete.
- Prepare a structured project for the placement that has tangible outcomes
- Provide the student with insights into the work environment, industry, and job roles within the industry. However, if the student has a particular interest within the industry, where possible, please tailor the placement around the student's interest or career path.
- Having the students best interests at heart, you will provide varied and interesting activities that benefit the student as well as the company. (See suggested activities)
- In order to give the student a real insight into the various environments construction professionals work in, take the student on a site visit.
- Provide support to the student in their own personal development. This can include general industry advice, help with CV writing, interview training and developing LinkedIn profiles etc...
- Make time available for the student to complete their Construction Youth Trust Work Experience booklet, and provide appropriate support.
- Cover all reasonable travel and subsistence costs incurred by the student

Trades

- Prepare a structured timetable and framework for the placement
- Ensure the work placement trainee is fully inducted and aware of the site health and safety policies and fire evacuation policies
- Provide trainee with full PPE where required on arrival
- Provide appropriate support for the trainee for the duration of their work placement
- Nominate a mentor/ point of contact for the trainee
- Our young people need more support & supervision during a placement than your typical labourer – he or she is ready to work, but not yet to earn, and needs to be developed into a position where they are ready to earn
- Review and give feedback throughout placement
- Ensure ongoing compliance with health and safety standards



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- Notify CYT, where appropriate, of any issues arising
- Provide CYT with feedback of the progress of the trainee
- Cover all reasonable travel and subsistence costs incurred by the YP

**If you have any questions please contact us – 0207 467 9540
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#EXPERIENCE CONSTRUCTION

PLEDGE A PLACEMENT

