



**Work Placement Offer 2023/2024**

To whom it may concern,

On behalf of the LCA team in Clonturk Community College, we would like to thank you for offering \_\_\_\_\_ an opportunity to complete block work experience every Thursday in \_\_\_\_\_ on the following dates. Please note that these dates will exclude school holidays.

Please tick where appropriate:

- 31<sup>st</sup> August 2023 - 21<sup>st</sup> December 2023
- 11<sup>th</sup> January 2024 – 31<sup>st</sup> May 2024

Please complete the attached slip to confirm your offer of placement. We look forward to working with you in the coming academic year. Please do not hesitate to contact us at [info@clonturkcc.cdetb.ie](mailto:info@clonturkcc.cdetb.ie) if you have any questions.

Le dea- ghuí,

The LCA team

\_\_\_\_\_

I/ We commit to offering \_\_\_\_\_ Work Experience every Thursday during the following dates (please tick):

- 31<sup>st</sup> August 2023 - 21<sup>st</sup> December 2023
- 11<sup>th</sup> January 2024 – 31<sup>st</sup> May 2024

Company/ Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Agreed work hours: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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