



To the management of the company or institution

Work-practice project of the Zeist Waldorf School

February 2020

Dear Sir, Madam,

The Zeist Waldorf School provides secondary Waldorf education with diplomas on every level. Every year we organize a work-practice project for different classes in order to give pupils a certain insight in the realities of life after school.

Our eleventh class pupils (16 or 17 year old) will work in a variety of companies and institutions for two weeks. This letter is meant to be an introduction of our school to enable pupils to search for a proper place. The eventual choice to contact a certain company or institution is made by the pupil. After the initial contacts between our pupil and you, the school will give its consent to the proposed choice and you will receive an official confirmation.

The project will take place from Monday March 2nd up to and including Thursday 12th of March 2020.

As far as the purpose of this project is concerned there is a wide variety of options possible. The choice is determined beforehand in contact with the person coordinating the project. The assignment for the project is individual and personal. The project finds its completion in a written report and a evaluative day at school (March 13th).

The idea behind the project is that pupils gain insight in the company or institution through actual work as well as conversations with those working or in charge. The pupils are not meant to be paid for their work considering the educational aim.

In case you would like more information about this project, I would kindly request you to contact me by mail. We definitely hope that our pupil will be successful in his or her contact with you.

Yours sincerely,

Ms. Christa van Kan
Coördinator work-experience project
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