

Luxembourg, 27th January 2025

**Subject : S6 secondary school classes
Work experience from Tuesday 24th June to Friday 4th July 2025**

Dear Sir or Madam

The European School of Luxembourg encourages the personal, social and intellectual development of its pupils and prepares them for the next stage of their education.

To this end, the European School of Luxembourg wishes to offer pupils a realistic and rewarding approach to the world of work and enterprise.

As a result, voluntary pupils in S6 of secondary education benefit from the support of the Management with a view to obtaining a work experience in a company lasting one or two weeks.

The work experience will run from **Tuesday 24th June to Friday 4th July 2025**. It will be the subject of an agreement signed by the parties, as well as monitoring and evaluation.

We would therefore ask you to kindly consider the application for a work experience in your company submitted by (Surname, first name of the pupil), from the class of

Our services are at your disposal if you require any further information. In this regard, please contact the teacher responsible for tutoring the pupil:

Mr/Mrs.....
Teachers' email:

Finally, you will find attached a standard agreement to be completed by the parties before the start of the work experience.

Yours sincerely



Martin Wedel
Director



Caroll Lemarié
Deputy Director