

# Work Experience Certificate Log Book Work Experience Certificate Log Book Plus 4UA Registration Form



**To register for the Log Books please:**

- Forward a list of the students who will be using the Log Books (see below for details)
- You will be invoiced for the Log Books and post and packing.

**Organisation:** \_\_\_\_\_

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

**Tel. No:** \_\_\_\_\_ **Fax. No:** \_\_\_\_\_

**Name of Teacher Responsible for WEX:** \_\_\_\_\_

**Name of Administrator Responsible for WEX:** \_\_\_\_\_

**Main Contact for WEX (Teacher or Administrator?):** \_\_\_\_\_

**Email for Main Contact:** \_\_\_\_\_

**Number of students:** \_\_\_\_\_ **Date of WEX:** \_\_\_\_\_

**Number of WEX Log Books required (75p per Log Book):** \_\_\_\_\_

**Number of WEX Log Plus required (£1 per Log Book):** \_\_\_\_\_

**Please send me additional details about (tick as required):**

**Key Skills Log Book**  **Key Skills Resource Pack**

**To be signed by the Head of the organisation:**  
Our organisation would like to register for the Connexions West of England Work Experience Certificate Log Book/ Log Book Plus. I understand that the moderation arrangements will include a member of the Employability Skills Group at Connexions West of England, visiting the organisation to meet a small, selected group of students (1 hour max). I confirm I am in agreement with this arrangement.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Data required in Excel on disc or by email:**  
Please provide the following details for each student using the Log Book. The information will be confidential and will only be used for evaluation purposes and to select students for moderation:

- Name
- Key Stage 3 SATs results for English, Maths and Science.

**NB Special Schools using the Log Book Plus do not need to provide this information.**

**Please return signed form and data to:**  
Clair Simpson, Connexions West of England, PO Box 2115, 4 Colston Avenue, Bristol, BS99 7PZ.  
Tel: 0117 9074 441 Fax: 0117 987 2661 Email: csimpson@connexionswest.org.uk