

**Information Governance Department**

Rothwell Road

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Northants

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Our Ref: 19756

07 December 2018

Carly Hegarty

[request-532409-](#)[6e9c01a4@whatdotheyknow.com](mailto:6e9c01a4@whatdotheyknow.com)

Dear Carly

Thank you for your Freedom of Information request which was received within the Trust. In accordance with S.1 (1) (a) of the Freedom of Information Act 2000 (FOIA), I can confirm that we do hold information relevant to your request.

I have been seconded into a post funded by the Office for Students as part of the Strategic Interventions in Health Education Disciplines programme. My role is to explore barriers prospective Orthoptic students face when trying to secure a work experience/shadow placement in Orthoptic departments in England.

To understand current practices I would like to request the following information:

1. How many applications for Orthoptic work experience did your Trust receive in
  - a) Sept 2016 - Sept 2017 - [Nil](#)
  - b) Sept 2017 - Sept 2018 - [Nil](#)
2. How many applications resulted in a work experience placement? - [N/A](#)
3. What is the minimum age for work experience in Orthoptics? - [18](#)
4. Do applicants for work experience in Orthoptics require a Disclosure and Barring Service (DBS) check? - [Yes](#)
5. What paperwork are applicants required to complete? [Workplace student agreement \(attached\)](#)
6. Are applicants required to complete an induction? – [The Trust has a specific work experience induction which applicants are required to complete](#)

Yours sincerely

*Sharleen Matheson*

Interim Information Governance Lead

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If you are not satisfied with the Trust's response you may ask for an independent internal review by writing to the:-

Information Governance Manager  
Kettering General Hospital NHS Foundation Trust  
Rothwell Road  
Kettering  
Northants  
NN16 8UZ

If you remain dissatisfied after this internal review of the Trust's decision you may wish to make an approach to the Information Commissioner.

Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire,  
SK95 5AF

<http://www.ico.gov.uk>

Please note that the Information Commissioner is a regulator, not an ombudsman. He will make an assessment as to whether or not the provisions of the Freedom of Information Act 2000 have been complied with. He can issue an enforcement notice to the Trust ordering it to comply with your request.