



'Individual Growth, Individual People'

Head Teacher: Mrs M A Tyers

Careers (Work Related Learning) Policy

Reviewed March 2019

Careers (Work Related Learning) Policy

Introduction

There is a statutory requirement for schools to provide a broad and balanced curriculum which prepares pupils for the opportunities, responsibilities and experiences of adult life.

The government published a new careers strategy in December 2017 and statutory guidance for school leavers in January 2018. The plan is to build high quality careers education to help young people to achieve to the best of their ability. The Gatsby benchmarks have been introduced and schools are expected to be meeting these in full by the end of 2020.

The 2011 Education act places schools under a duty to secure access to independent careers advice and guidance in years 8-13.

Careers guidance must be:

- Presented in an impartial manner.
- Include information on the full range of Post 16 education or training options including apprenticeships and traineeships.
- Promote the best interests of pupils to whom it is given.

Aims

Newark Orchard School is committed to maximising the benefits for every pupil in the development of the whole school approach to careers and work related learning. We recognise the importance for all pupils. However, where appropriate, for some pupils personalised learning will require a greater focus to work related learning.

Newark Orchard's careers curriculum is based around the Gatsby benchmarks with a clear focus on preparing for adulthood.

We aim to make an important contribution in the education of all pupils in order to make an effective transition from school to adulthood and employment.

Skills

At Newark Orchard School the curriculum is based around the skills needed to become as independent as possible and to develop a variety of skills needed to prepare them for adulthood, develop a sense of responsibility and become prepared for the working world. Newark Orchard School will prepare students to become an active member of the community.

In order to develop these skills we incorporate a variety of different activities and opportunities:

- A variety of vocational subjects in the 14-18 department which run every Wednesday and are linked to appropriate accreditation.

- Access to careers information, education and guidance both from staff and an independent careers advisor from 'Ideas for Careers'.
- A careers library with information on jobs, colleges etc.
- The school library promoting equality and values relating to preparing for adulthood.
- Work experience, where appropriate, internal, external and group.
- Visits to places of work and visitors promoting different jobs in school.
- Problem solving and work activities.
- Internal school related activities eg, milk monitor, registers, library monitors etc.
- Team enterprise activities.
- Visits to external careers fairs.
- Visits to colleges and activity based providers.
- Person centred reviews.
- Development of CV writing, interview skills, forms filling, job searches, college prospectus.
- Delivery of safeguarding, SMSC, PSHE curriculum.
- Volunteering.
- Mentoring roles.
- Student council.
- Organisation of charity events, themed weeks
- Residential field study trips.

It is important that there is a range of high quality opportunities to enhance the curriculum and develop awareness to promote understanding of work, industry, economy and community.

Throughout school pupils are encouraged to think about themselves as an individual and think about how others may see them.

Pupils are encouraged to be familiar with routines and procedures such as punctuality, rules and taking pride in their appearance through all aspects.

The safeguarding curriculum enhances the careers curriculum to develop skills for example in money management and resilience. All skills that help to make pupils prepared for adulthood and independence.

Accreditation

In the 14-18 department pupils have access to a variety of different accreditation. From year 10 the pupils follow the appropriate pathway. Pupils choose vocational options based around their interests in year 10.

In Post 16 ASDAN's CoPe or PSD courses are followed to support the diverse curriculum.

Education Health Care Plans

All pupils who attend Newark Orchard School have an Education Health Care Plan and every year they have an annual review. From Year 9 there is a clear focus of preparing for adulthood, including starting to look at employment, independent living, and participation in society, staying safe and developing independence.

Partnership

Newark Orchard is offered support from Ideas for Careers. A careers advisor works with groups of students and individuals to help support planning the next steps.

Work experience

Throughout school pupils have access to work experience such as jobs around school and related aspects of the curriculum. However, once students reach Year 10 there is an expectation, where appropriate, that pupils will access a placement. The aim is for pupils to take part in both an internal and external placement under the supervision and organisation of the work experience coordinators.

In the 14-18 department students are likely to take part in team enterprise and group work experience placements.

Travel training

Pupils have access to Independent travel training where appropriate. (See Travel Training Policy).

The focus is to develop independence skills and travel to and from familiar places.

The independent travel training coordinator incorporates planning routes to and from work experience to prepare students to access work experience independently and therefore up skilling them for future possible employment.

Monitoring training and development

The careers subject leader will ensure that they are up to date with the current policies and procedures and link with the independent impartial Careers advisors from Ideas for Careers. Action plans will be written and updated termly. The Careers subject leader will ensure that staff are kept up to date,