

ST JOHN LLOYD CATHOLIC COMPREHENSIVE SCHOOL

School Mission Statement

“Learning and Growing Together in Christ”

“As a Catholic School we aim to develop a Christian Community which believes in and affirms the dignity and value of the individual and encourages its members to develop their potential in terms of knowledge, understanding, spiritual, moral, cultural and physical awareness”.

ST JOHN LLOYD CATHOLIC SCHOOL



Work Related Education Policy

Approved: 30th November 2016
Reviewed: 10th December 2020

Careers Education and Guidance

And

Work Related Education Policy

Careers Education, Guidance and Work Related Education (CEG & WRE) is the process of preparing individuals for their lives beyond school. More specifically, it is the preparation for the world of work, recreation and leisure, education and training and contemporary society.

It is that element within education, which is concerned with planning and decision-making and has a future perspective where the focus is on progression and transition beyond the programme of study, which the individual is pursuing.

It aims to stimulate and motivate an individual, raising awareness, esteem and ambitions in the world beyond school. The ACCAC framework for Careers Education and Guidance (2008) recognises the necessity to teach thinking skills. The school fully recognises and adopts the ACCAC frameworks for CEG and WRE and recognises that career-planning skills are now crucial if young people are to cope with the changes, challenges and opportunities that the modern world presents. The ACCAC frameworks detail and clarify the learning outcomes that pupils should be able to do or understand at each Key Stage.

The development of skills in self-awareness, career management and careers information enables the individual to make well-informed and personally relevant career decisions, regardless of aptitude, gender, ability, language or ethnic background.

Aims and objectives

The aim of Careers Education, Guidance and Work Related Education is for the individual to:-

Acquire skills, attitudes, abilities and knowledge, which will enable them to be effective in a variety of occupations and adult roles.

In order to achieve this aim careers education, guidance and work related education should help individuals to:-

- Develop knowledge and understanding of themselves and others as individuals – their strengths and limitations, abilities, skills, personal qualities, potential, needs, attitudes and values
- Develop knowledge and understanding of the world in which they live and all the opportunities available to them

- Make considered choices in relation to anticipated careers and occupations
- Effectively manage the transition from school and throughout adult working life
- Challenge actions, which encourage stereotyping and prevent the promotion of equal opportunities
- Devise, develop, maintain and carry through their personal career plan.

Careers and Work Related Education Entitlement

1. Acquire relevant decision-making, study and job seeking skills through the school PSE, Pastoral and Careers lessons for Years 7 – 11.
2. Receive individual advice and guidance that helps you make right choices about learning and job opportunities. The Careers Adviser is available on a regular basis to give careers guidance to students and attends parents' evenings and careers events. You can arrange an appointment with her by asking the school Work Related Education Co-ordinator.
3. Access up-to-date careers information in the careers library during the times it is open.
4. Take part in all school career activities and events without any difficulties.
5. Take part in activities that provide you with first hand experiences of the World of Work such as the work focused experience and/or placements in Year 10.
6. Benefit from following the school's rules by being part of a caring, supportive, learning environment that supports you in making career decisions.

Delivery of Careers and Work Related Education

Aspects of CEG permeate the whole school curriculum with many subject areas contributing to pupils' CEG in an informal manner.

The majority of CEG is delivered as part of the whole school PSE programme and in Year 8 and 9 Skills lessons.

Pupils in key stage 3 receive one lesson of PSE per week. The amount of time devoted to CEG is limited by statutory demands of the national PSE framework. Provision has been made for students to receive four hours of WRE education in Year 8 and ten hours in Year 9 as part of their Skills provision.

The programme of study is run by the careers co-ordinator and taught by PSE and Skills teachers, the schools careers advisor (through Careers Wales) and visiting speakers.

The CEG programme is an evolving entity and is regularly being updated. Every effort is made to ensure that pupils take responsibility for their own personal development whilst retaining control over their overall needs.

The department has an excellent working relationship with Careers Wales. The careers adviser is available to offer support to pupils and make an invaluable contribution to the delivery of the GEG/WRE programme.

CEG/WRE department's development plan informs the PSE Development plan which feeds into the whole School Development Plan. The careers department receives capitation from the main school budget.

Content includes

Year 7

Pupils focus on the transition from primary school and on understanding their own skills and abilities.

Visit from the Police

Year 8

Careers Wales Online – introduction to using the website and chance for pupils to explore site

Year 9

Dynamo project – programme covering wide range of issues such as entrepreneurship, sustainability and work delivered through range of methods e.g. visiting speakers, role-play, PSE lessons and IT activities

Options Evening

Year 10/11

Year 10 Careers Conventions

Provision for Work related education placement

Various work related visits e.g. Morganstone

Job applications

CVs

Practice interviews

Individual careers guidance interviews

Parents' evening

Visits by Gorseinon College,

Taster day at Coleg Sir Gar

Various talks by outside speakers

Partnerships

The CEG programme is greatly enhanced through links with a number of partners who help us make the pupils' learning up to date and relevant. As well as strong links with Careers Wales we constantly strive to expand and improve our links with employers other local groups. This involvement includes the provision of work experience placements, talks in PSE and practice interviews.

Our partners also include FE colleges with whom we hold regular meetings in order to review our CEG programme, keep up to date with curriculum changes on both sides and plan for effective pupil transfer.

Parents are vital to pupils' understanding of careers choices and the decisions they make. We provide parents/guardians information on choices at 14+ and 16+. They are also encouraged to talk to a careers adviser either at parents' evenings or by appointment

Evaluation

Evaluation of the CEG/WRE programme focuses on the effectiveness in helping pupils to achieve the intended learning outcomes for each CEG/WRE event/activity

Staff feedback is gathered by means of staff evaluation reports and discussion. Pupils are consulted to find their opinions of events through general discussion and by formal report.