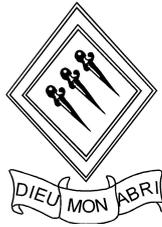


ST BERNARD'S HIGH SCHOOL



Work Related Learning Policy

Drafted: January 2005
Updated: November 2009
October 2012
January 2016
November 2019

Approved by Committee: November 2019

Next review: December 2022

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Chair of Governors

St Bernard's is a school community, which aims to live by Jesus' commandment, "Love one another as I have loved you."

We are a Catholic learning community committed to the ongoing development of every person, achieved through a broad, balanced and relevant curriculum.

We care for each other as individuals of equal worth, regardless of status, sex, race or religion and thus actively seek to promote safeguarding, justice and fairness.

We provide an atmosphere in which all can grow in our Faith, and encourage this faith by a lively relevant liturgy.

We work with parents, parishes, local communities and industry to prepare our students for the opportunities of adulthood.

The Work Related Learning (WRL) Policy will be administered in keeping with the School Mission Statement.

Through the curriculum as a whole, St. Bernard's High School will ensure that students have equal access to and equal opportunities in, Work Related Learning regardless of aptitude, ability (physical and learning), gender, or ethnic background.

Work Related Learning is defined as: 'Planned activity that uses the context of work to develop knowledge, skills, and understanding useful in preparation for employment / future opportunities'.

These aims will be achieved by:

OBJECTIVES

1. To develop WRL in line with the school teaching and learning policy which is based on a broad and balanced curriculum, and that develops the spiritual, moral, social, and cultural values of the students for the opportunities, responsibilities and experiences of adult life.
2. To develop WRL to support students' preparation for continuing education in order to support lifelong learning.
3. To develop career awareness and the ability to benefit from impartial and informed information and guidance.
4. To support active citizenship within the ethos of the school.
5. To develop the ability to make conscious application of knowledge, understanding and skills.
6. To develop students' vocational and inter-personal skills to enable them to develop their employability and ability to contribute to society.
7. To develop students' understanding of transferable skills and how these will enable them to respond to the opportunities presented by a fast changing society with changing patterns of employment.
8. To support the school in raising achievement.

These will be achieved through:

1. **The development of provision through a balanced curriculum, and specific activities e.g. Careers Fair, Beyond 18 Day, Industry Champions- Employer Engagement in school**

2. Exposure to a full integrated programme of Work-related Learning and Lifelong Learning.
3. Careers Provision in school and through the provision of external and independent advice and guidance.
4. **The PSHE Curriculum is delivered by year group teams, following a specific scheme of work which includes work-related elements.**
5. Citizenship and WRL embedded within PSHE and all other curriculum areas.
6. Preparation for Work experience placement, and an evaluation of the usefulness of a range of employability skills.
7. Awareness of opportunities, rights and responsibilities and understanding of the real world of work through Work Experience.
8. Using Option choices as a preparation for KS4 and pre-Work Experience preparation, students will be taught to recognise and differentiate the skills required for the eventual work placement.
9. Providing an environment of Work Related Learning which enhances the students' understanding of the requirements necessary to raise aspirations. There will be opportunities for enterprise learning in addition to Work Related Learning. Enterprise Learning will stretch across the entire curriculum.
10. Opportunities for KS5 students to undertake work shadowing / work experience in preparation for chosen career paths.

The work will be developed, monitored and evaluated by:

- SLT in charge of KS4/5
- Careers Co-ordinator
- Other co-opted Staff as required

The monitoring will serve as the method of self-evaluation of Work Related Learning, Careers Education and Guidance and Information Advice and Guidance and will focus on the following key questions:

How well do students achieve?

- The acquisition of workplace skills.
- The development of skills which contribute to the socio-economic well-being of the student.

How well are students guided and supported?

- The quality and accessibility of careers information, advice and guidance, including independent advice and guidance.

How effective are leadership and management in raising achievement and supporting all students?

- The effectiveness of links made with other providers, services and employers to promote the integration of care, education and any extended services.

In addition, an audit for Work Related Learning and Enterprise against the Gatsby benchmarks is carried out annually. An audit of employer engagement is also reviewed each year.

The processes above encompass the body of Careers Education and Guidance provision within the school and ensure full coverage of the five essential and interlinked components:

- Careers education – a planned programme that gives students knowledge and skills for planning and managing their careers.
- Careers information - on learning options, skills, occupations and progression routes.
- Work Related Learning - experiences within and outside the curriculum which help students learn about work.
- Personalised support and guidance - help for individual students to manage their learning and progression to the next stage. The Learning Mentor complements the approach taken here.
- Careers guidance - help from specialist advisors to identify long-term goals and plan steps to attain them.

Associated Documents

- Learning and Teaching Policy
- Equal Opportunities Policy
- Inclusion Policy
- Racial Equality Policy
- Disability Policy
- PSHE Policy