



DEE BANKS SCHOOL

CAREERS AND WORK-RELATED LEARNING POLICY

POLICY AGREED: AUTUMN TERM 2019 BY FULL GOVERNING BOARD

POLICY TO BE REVIEWED: AUTUMN TERM 2025

Introduction

Dee Banks School is a special school and serves children who have very significant learning difficulties and disabilities. This consideration needs to be foremost in implementing a Careers and Work Related Learning Policy for the school.

In its widest context **careers** can be defined as ‘**an individual’s path through life**’. Careers education in schools is not simply about choosing a job but has a much wider concept of how people develop into contributing adults – valuing their own contribution and respecting and valuing those of others.

Work Related Learning (**WRL**) can be defined as a planned activity that uses the context of work to develop knowledge, understanding and skills useful in a work place, including learning through individual work experience placements.

Dee Banks School is committed to maximising the benefits for every student, in the development of the whole school approach to work related learning. We have identified the importance of preparing our young people for their adult life. Throughout the Work Related Learning Curriculum, students in the 14-19 Department focus on learning to cope with life changes and having their say, when choices are made regarding their future, including College and the World of Work.

Why is Careers Education Needed?

Dee banks school caters for a wide range of Special Educational Needs and abilities and as Careers education is a *statutory* requirement for **all KS4** students, we recognise that there should be some Careers guidance and WRL for **all** students. This policy should be viewed in conjunction with QCA Guidance.

Careers education takes the ‘self’ as its central focus and encourages students to identify their strengths, weaknesses, abilities and interests. These skills are then explored in relation to a wide range of occupations. It provides a context through which decision-making skills can be practised and provides various learning experiences, depending on an individual’s needs and abilities, including social activities.

It is therefore necessary to approach Work Related Learning for some students through **shadow** placements, or participation in **school based** work experience placements. Students may work with our Job Coach and take on a specific placement in the local community for a short placement. Some students may simply approach their work related learning through the medium of **enterprise projects**. Careers education can ensure that pupils are better prepared for adult life.

The Gatsby Benchmarks, 2014

The 8 Gatsby benchmarks help schools deliver high quality careers and enterprise provision:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance 'Good Career Guidance' and further resources can be downloaded from the Gatsby website.

Principles of WRL

Dee Banks School offers a wide range of activities that contribute towards helping to prepare our students effectively for adult and working life. These activities contribute towards the development of students' key skills as well as contributing to lifelong learning opportunities:

- To ensure that students follow courses and programmes which are appropriate to their longer-term aspirations and needs.
- To improve students understanding of the world of work and its demands.
- To improve the transition of students from school to adult life.
- To ensure that WRL is firmly embedded within the planned curriculum, through a range of opportunities that encourage the development of independence and initiative.
- To develop effective links with a range of business and community contacts and key partners.
- To ensure that all work-related activities are of the highest quality and are regularly monitored.
- To develop students' personal and social skills in relationships in a range of contexts that are engaging, purposeful and relevant.
- To promote greater awareness for students about the world of work, the development of key skills and employability.
- To promote and celebrate the whole-school identity, developing values and morals and contributing to a positive school ethos.

The Implementation of Careers Education and Work-Related Learning

It is important that work-related learning within Dee Banks School enables individual students to make a full contribution through:

- Ensuring that all students have access to work related activities which are appropriate and structured, according to their individual needs.
- The development of schemes of work that recognise the importance of work-related learning in preparing students for adult and working life; The schemes of work will promote presentation skills and confidence in preparation for work related learning.

- Ensuring continuity and progression, so that all students' can build on work-related experiences from previous accomplishments.
- An opportunity to evidence the WRL experiences through Progress File and reporting to parents on each student's progress through EFL and PLIMs.
- Through an organised programme of PSHEE and Citizenship that will contribute to each student's moral, spiritual and cultural development by helping them to recognise the meaning and value of different types of work to individuals, communities and the country as a whole.
- To provide students and their carers with informed and impartial guidance on the choices available for education, training and employment as well as other interests.
- Through Enterprise projects throughout the year, which reflect the interests of the pupils, either charity based or class-based funding. For example: Macmillan Coffee morning.

Resources

- Access to Careers interviews and visits with our Job Coach.
- Asdan 'My Independence' programme including work related-Learning Units where relevant
- Click resources.
- Access to a Careers information where relevant and supported by the Job Coach
- Staff expertise and contacts e.g. YPS.

Monitoring and evaluation

Work related learning will be monitored and evaluated by:

- EFL evidence and statements, celebrating achievements and progress.
- Regular communication between senior staff, the 14-19 Lead, Class Teachers and in-house Careers coordinator/ Job Coach.
- Bids are made for additional sources of funding as required to help improve and enrich the provision.
- An annual review as part of the process of the School Development Plan.
- As part of the reporting process given to all parents as part of the statutory requirements – e.g. Annual Reviews, Termly PLIMs and EFL.
- We will also encourage Students and Parents to attend evenings and events, which will enable them to keep up to date and be well informed about provision and opportunities e.g. 14+ Transition Events.

This policy has been written following the government guidance regarding work related learning