



Enfield County School

Work Related Learning Policy

April 2018

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Work Related Learning Policy



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Work Related Learning Policy

Principles of the Policy

Work Related Learning (WRL) is defined as: 'planned activity that uses the context of work to develop knowledge, skills and understanding through the experience of work, learning about work and gaining employability skills.'

Enfield County School is committed to maximising the benefits for every student, in the development of the whole school approach to work-related learning. The school recognises that there should be significant WRL for all students and more individual input for particular girls. The school has a responsibility to promote WRL and Careers Education as part of the learning entitlement for all students.

Aims and Objectives

The aims for work-related learning focus on the provision the school makes for opportunities for students to prepare for adult and working life. These include:

- To improve educational standards through using contexts that improve motivation and attainment for all students
- 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 quality of provision and guidance
- To increase access and choice for all students
- To improve the transition of students from school to adult and working life

The key objectives for work-related learning are:

- To raise levels of attainment through high quality work-related learning for all students
- To develop a range of opportunities which enhance the curriculum; to promote greater awareness for students about the world of work
- To develop the key skills of employability
- To develop a range of appropriate and relevant activities which assist in raising all students' aspirations and achievement
- To promote awareness and understanding of work, industry, the economy and the local community
- To relate skills, attitudes, concepts and knowledge learned in school to applications in the wider world
- To develop students' personal and social skills in relationships in a range of contexts
- To develop effective links with key partners and local industry
- To provide students with informed and impartial guidance on the choices available for education, training and employment



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Procedures and Responsibilities

The school offers a wide range of activities that contribute towards work related opportunities in order to help prepare students effectively for adult and working life (see appendix).

Activities in School

The range of activities the school is currently using in order to help meet its objectives include:

- Careers Education and Guidance (CEG)
- Careers Fair
- CV and Personal Information Statement (PIS) writing support
- Duke of Edinburgh Award
- Extended Work Placements for BTEC L3 students
- Individual and group interviews
- Individual subject content and visits
- PSHCE
- STEM activities and competitions
- Subject specific talks
- Visitors from industry and business
- Visits to employers
- Visits to exhibitions
- Visits from universities and to universities
- World Skills Fair
- Work experience preparation for Year 11 students
- Visiting beautician
- Vocational BTEC courses at L2 and L3

Activities outside School

The range of activities that students may participate in outside school is very wide. These could include:

- Cadets, Scouts, Sports – team building, leadership skills
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- College course visits
- Community work
- Duke of Edinburgh Award
- Independent work experience
- Part-time jobs
- Master classes
- University visits



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- Voluntary work
- Work shadowing

Moral, Spiritual and Cultural Education

WRL 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.

Equal Opportunities

WRL will help to promote the school's policy on equal opportunities by providing a range of resources, which match individual needs, helping students recognise the importance of Equal Opportunities in working life.

Special Educational Needs and Disabilities

WRL will promote the school's policy on SEND by providing a specialist Careers Personal Advisor and a range of resources and advice to match individual needs.

Resources

WRL has a number of resources that can be used by the students:

- Careers room with a range of literature including books, leaflets, college and university guides and reading books on topical careers issues and skills required for the world of work
- Enfield Careers Service
- Form Tutors
- Careers Co-ordinator



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Partnerships

We work in partnership with the following:

Enfield Work Experience Unit

Local Industry and Businesses

Further and Higher Education Institutions

Links with the Governing Body

Developments

- To build on good practice
- To create further partnerships with local business
- To develop annual school based Careers Fairs
- To use parental expertise



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Summary of CEIAG Provision

Year 7	The Real Game Transition Project – ‘Moving on’
Year 8	Barclays Life Skills Workshops Introduction to careers and future pathway options
Year 9	Careers Lessons – personal qualities, skills for the work place and decision making Careers / GCSE options process Pathway assemblies
Year 10	Careers Fair Careers Lessons – aspirations, choices, employability and CV writing Group interviews Pathway assemblies Preparation for work experience
Year 11	CV writing Financial capability Individual career interviews Pathway assemblies Personal statements Work experience Work experience report writing World Skills Fair
Year 12	Careers guidance Careers Week Event CV writing Personal Information Statement Writing UCAS convention visit UCAS registration / writing of personal statements University application mentoring University visits Work experience for BTEC students Youth volunteering project
Year 13	Apprenticeship application support Careers guidance Completion of university applications Gap year assemblies Student finance advice

Useful links



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www.applytouni.com

www.apprenticeships.org

www.apprenticeshipsfirst.com

www.icould.com

www.notgoingtouni.co.uk

www.parentadviser.co.uk

www.prospects.ac.uk

www.thebigchoice.com

www.ucas.com

www.which.co.uk/university