

# GLENWOOD SCHOOL

## CURRICULUM POLICY FOR

### Work Related Learning

<b><u>Person Responsible</u></b>	Mark Pratley
<b><u>Position</u></b>	Work-Related Learning Coordinator
<b><u>Date Adopted:</u></b>	September 2004
<b><u>Date of Policy Review:</u></b>	September 2016
<b><u>Date of Next Review</u></b>	September 2018

#### **STATEMENT OF INTENT**

The purpose of this policy is to provide guidance and inform planning for Work-Related Learning for interested parties including Governors, school staff, the LEA and Hampshire Futures. There is a statutory requirement under Section 351 of the 1996 Education Act for the school to provide a balanced and broadly based curriculum, which 'prepares pupils for the opportunities, responsibilities and experiences of adult life, including *preparation for working life*'. The school is committed to maximising the benefits for every pupil, in the development of a whole school approach to work-related learning. The school promotes work-related learning as part of the learning entitlement for all pupils and as a means for learning '**about work**', learning '**through work**' and learning '**for work**'

#### **Rationale**

Work-related learning has an important contribution to make to the education of all our pupils in order for them to make an effective transition from the school to adulthood, further education and employment. To this end the school provides a wide range of opportunities for pupils to learn about, through and for work in a range of contexts. The school has clearly identified work-related learning outcomes for all pupils together with a set of procedures for assessing individual pupil's progress.

#### **Purpose**

Work-related learning is concerned with those planned activities that use work as a context for learning or illustrate aspects of working life. The school encourages innovative approaches to work-related learning in order to motivate pupils and to raise standards.

#### **Aims for Work Related Learning**

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

- enriching their education and giving them a greater understanding of the 'world of work' and, more generally, the world around them which lies ahead;
- raising awareness and helping them develop the employability skills that employers want such as teamwork, resilience, presentation skills, self-confidence, use of initiative and taking on responsibility.
- problem-solving and communication skills, together with numeracy, literacy and ICT skills;
- helping them to think through their learning options and realistic career choices;
- enabling them to challenge stereotyping and make full use of the choice and diversity of the industry sectors;

- improving attainment in individual subjects;
- improving achievement of vocational qualifications in later life by enhanced understanding and relevance to general and specific occupations;
- improving achievement and development of key skills;
- providing pupils with informed and impartial guidance on the choices available for education, training and employment;
- learning about the world of work and effective preparation for the transition from education and training to work;
- promoting awareness and understanding of work, industry, the economy and community;
- developing effective links with key partners which include the Portsmouth & SE Hants Education Business Partnership, Hampshire Futures, employers, colleges and other school-business partners.

### **Curriculum Provision**

The school offers a wide range of activities that contribute towards work-related opportunities in order to help prepare pupils effectively for adult and working life. These activities complement subject teaching, contribute towards the development of pupils' key skills as well as contributing to lifelong learning opportunities. The range of activities the school is currently using to meet its objectives include:

- Careers Education and Guidance to all pupils (see CEIAG policy)
- work experience & extended work experience (see Work Experience policy)
- visits to employers and local / relevant Further Education provision
- a 'practise interview' day with local employers
- problem solving and insight into work activities e.g. Older People's Xmas Party, arranging charity days, 'Gardening / Lifeskills' group
- Personal and Social Education (see PSE policy)
- visitors from industry and business e.g. Portsmouth & SE Hants EBP, USDAW rep etc

### **Accreditation**

Accreditation is via the Royal Society for Public Health's 'Health & Safety in the Workplace' Award (Level 1 or Level 2).

### **Management Of Work Related Learning**

The WRL co-ordinator is responsible for;

- the management and co-ordination of the various aspects of work-related learning;
- the range of activities in each key stage;
- how the effectiveness and benefits of work-related activities are to be measured, monitored and evaluated.
- the assessment procedures and strategies for pupil evaluation of activities and learning outcomes
- ensuring appropriate channels of communication at senior management level, governing body, and consortium to develop effective links with key partners which include the Portsmouth & SE Hants Education Business Partnership, Hampshire Futures and other school- business partners.

Individual subject staff are responsible for:

- ensuring that their schemes of work contribute to work-related aims;
- identifying the types of activity at relevant points in the schemes of work;
- identifying appropriate learning outcomes: skills, attitudes, concepts, knowledge and the strategies to achieve them.

## **How the Policy was developed**

This policy was developed with guidance from the following:

- Learning from Work Experience (QCA, 1998);
- Effective Teaching and Learning in Work-Related Contexts (DfEE, 1997)
- 14-19: opportunity and excellence (DfES, 2003)
- Vocational and WRL at KS 4 (DfES, 2008)
- WRL at KS 4 (DfES, 2008)
- Hertfordshire LEA; School Standards and Curriculum Division
- The Work Related Learning Guide (DFCS, 2009)
- Framework for CEIAG (ACEG, 2012)

## **Please read this in conjunction with the following policies:**

- Work Experience Policy
- Careers Education, Information, Advice & Guidance Policy

## **Policy Review**

The school policy for work related learning will be reviewed in September 2018.