

Eltham Hill School



Eltham Hill
SCHOOL

Work Related Learning and Enterprise Policy

Governors Committee: Teaching & Innovation

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Date of next review: September 2017

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Work Related Learning (WRL) is defined as: planned activity that uses the context of work to develop knowledge, skills and understanding useful in work, including learning through the experience of work, learning about work and working practices and learning the skills for work.

1. Vision

The aim of Eltham Hill School is to help all individuals become and remain active citizens in a rapidly changing society with the opportunity for continued employment in the world of work in the 21st century. WRL is an entitlement for all students and is promoted through the programme that is offered from year 7 to 13.

2 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 **aims** include:

- 2.1 to improve educational standards through using contexts that improve motivation and attainment for all students
- 2.2 to ensure that students follow courses and programs which are appropriate to their longer term aspirations and needs
- 2.3 to improve students understanding of the world of work and its demands
- 2.4 to improve the quality of provision and guidance
- 2.5 to increase access and choice for all students
- 2.6 to improve the transition of students from school to adult and working life

The **key objectives** are:

- 2.7 to raise levels of attainment through high quality work-related learning for all students;
- 2.8 to develop a range of opportunities which enhance the curriculum
- 2.9 to promote greater awareness for students about the world of work, the development of key skills and employability
- 2.10 to develop a range of appropriate and relevant activities which assist in raising all students' aspirations and achievement and which are of the highest possible quality and are regularly monitored
- 2.11 to promote awareness and understanding of work, industry, the economy and community
- 2.12 to relate skills attitudes, concepts and knowledge learned in school to applications in the wider world
- 2.13 to develop students' personal and social skills in relationships in a range of contexts
- 2.14 to provide students with informed and impartial guidance on the choices available for education, training and employment as well as other interests
- 2.15 to improve employability through work-related learning
- 2.16 to develop effective links with key partners and local industry
- 2.17 to support the *Every Child Matters* agenda, especially the objective of helping to achieve economic well being

3. Activities in school

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

- 3.1 Vocational GCSE courses and Independent Advice and Guidance through individual appointments with careers advisers from Prospects for some KS3 and all KS4 students
- 3.2 Providing work experience and relevant preparation lessons
- 3.3 A variety of careers events where visiting professionals are invited in to talk to students
- 3.4 Enterprise projects for different year groups.
- 3.5 Money Matters project supported by bank employees
- 3.6 Visits by lecturers and university students, eg Aim Higher, Ambassadors from Greenwich University
- 3.7 Projects supported by V&A museum and professional designers
- 3.8 Several designers in residence events throughout the year
- 3.9 Employability Projects run through KS3 promoting competitions that are sponsored by industry building on personal learning and thinking skills, and key skills

4. Curriculum development

Work-related learning within the school enables each curriculum area to make a full contribution through:

- 4.1 the development of schemes of work that recognise the importance of work related learning in preparing students for adult and working life.
- 4.2 the use of appropriate teaching and learning strategies; embedding personal learning and thinking skills
- 4.3 ensuring maximum understanding for students of the various aspects of work related learning to adult and working life;
- 4.4 ensuring continuity and progression in schemes of work, so that all students can build on work-related experiences from previous levels

5. Activities outside school

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

- 5.1 Part-time jobs
- 5.2 Community work
- 5.3 Cadets, charity work, Duke of Edinburgh Award, sports, music, dance, theatre – team building, leadership skills, creativity, etc
- 5.4 Bespoke work experience opportunities

6. Moral, Spiritual and Cultural Education

- 6.1 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.
- 6.2 Help them to recognise the qualities and skills that employers value most highly.

7. Equal Opportunities

WRL will help to promote the school's policy on equal opportunities by:

- 7.1 providing a range of resources, which match individual needs, helping students recognise the importance of Equal Opportunities in working life and monitoring resources to ensure the absence of stereotyping.
- 7.3 aiming to provide positive female role models wherever possible as a way of raising aspirations amongst our students.

8. Special Educational Needs and Disabilities

WRL will promote the school's policy on SEND by providing:

- 8.1 Prospects Personal Advisor to advise and support individuals' needs in partnership with carers and other interested parties.
- 8.2 students with SEND or who face specific learning challenges will get priority with the appointments and will be seen at regular intervals.
- 8.3 Work experience placements will be carefully selected to support the development of their skills as far as this is possible.

9. Resources

Apart from people, WRL has a number of resources that can be used by the students, which are regularly updated. They currently include:

- 9.1 Careers Library 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.
- 9.2 access to Fast Tomato online careers programme
- 9.3 variety of DVD's, CD's, posters and career guides.
- 9.4 recommendation of websites where specific advice and information to support their interests can be located

10. Partnerships

Eltham Hill works in partnership with the following:

- 10.1 Prospects – who will support and complement WRL by attending parents evening and option evenings, providing IAG on careers
- 10.2 Local industry and businesses – who support Work Experience, Careers Networking events and workshops
- 10.3 Further and Higher Education Institutions –providing careers taster days and events targeted at specific student interests
- 10.4 Parents, carers – who will exchange information, contribute to the programme and where appropriate, evaluate provision.
- 10.5 Science, Technology, Engineering and Maths Network (STEM) who provide professional role models and ambassadors for assemblies and careers events
- 10.6 Greenwich Educational and Business Partnership which provide social and business enterprise events and activities, work experience placements and support for students and professional development for staff.

11. Funding

Used to promote enterprise, buy in activities or provide funding for specific WRL projects that have been agreed with Lead Practitioners.

12. Key roles and responsibilities for staff involved

A system will be in place to ensure all concerned staff meet and communicate on a regular basis.

- 12.1 WRL coordinator will have overall responsibility for provision of and development of WRL and Enterprise and an overview of Work Experience.
- 12.2 WRL report to governors' annually including analysis and evaluation on work experience.
- 12.3 WRL to keep staff informed and promote WRL and Enterprise throughout the school
- 12.4 Key priorities from the review of WRL are to be incorporated into the School Improvement Plan on an annual basis.