

Policy Title: Work Related Learning Policy



Eastbourne Technology College believes that Workrelated learning has an important contribution to make to the education of all our students in order for them to make an effective transition from school to adulthood and employment.

Initiated: September 2004

Groups consulted: Governors
Staff

Reviewed: October 2005
July 2006
September 2007

Audience: Staff
Governors

Policy located: Staff Handbook
Shared Drive

Policy format: Full

Policy relates to : Curriculum Policy

EASTBOURNE TECHNOLOGY COLLEGE WORK RELATED LEARNING POLICY

Aim:

To equip all student with the skills, knowledge and understanding about the world of work so that they can make effective transition from school to adulthood and employment.

Objectives:

Work Related Learning (WRL) at ETC should

- Raise standards, motivation and retention
- Develop skills
- Raise awareness/understanding of enterprise & business
- Include varying approaches to teaching & learning
- Improve progression & coherence 14-19
- Obtain & retain links with business & the community
- Ensure Students leave with an understanding of economic well being

Management

The WRL at ETC is the responsibility of the 14-19 coordinator who reports to the deputy head. A member of admin staff supports the 14-19 coordinator. All staff deliver WRL during Lifestyle Days and Voc-Ex week supported by the Careers Coordinator and Connexions Sussex. The careers library is used by the personal adviser (careers), this is available to all staff & students.

Delivery

WRL features in the pastoral programme in years 9, 10 & 11 with the bulk being in year 10 before during and after Voc-Ex. It is the responsibility of the mentors to deliver this programme. Connections Sussex provides support for this programme. Within subject areas WRL is delivered as part of the curriculum. Specialised WRL days are held in KS4 with providers such as the Army and other specialised agencies.

Curriculum Provision

Eastbourne Technology College offers a wide range of activities that contribute towards work related learning opportunities in order to help prepare students effectively for adult and working life. These activities complement subject teaching, contribute towards the development of students' key skills as well as contributing to lifelong learning opportunities.

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

- Relevant vocational courses and qualifications
- Careers Education and Guidance
- Work Experience
- Extended Work Placements

Work Related Learning Policy

- Visits to employers
- Enterprise projects
- Problem Solving and Insight into Work Activities
- Personal, Social, Health and Citizenship Education
- Industry Education Days
- Visitors from Industry and Business

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

- the development of schemes of work that recognise the importance of work related learning in preparing students for adult and working life;
- ensuring that all students have access to some work related activities which are appropriate to their needs;
- the use of appropriate teaching and learning strategies;
- the regular review of learning outcomes and assessment arrangements for all work related programmes and courses;
- ensuring maximum understanding for students of the various aspects of work related learning to adult and working life;
- ensuring continuity and progression in schemes of work, so that all students can build on work related experiences.
- Ensuring work related programmes offer accreditation wherever possible.

Other Agencies

The following external partners are involved in helping deliver WRL

- Connections Sussex
- Crag Rats
- Sussex Downs College
- Partners for training
- Various employers
- LSC
- Eastbourne EBP

Training and Development

The 14-19 coordinator attends training meetings for WRL and cascades this information to other staff. Connections Sussex provides training to mentors with reference to Voc Ex and other careers work. The 14-19 coordinator updates the deputy head with information during Fortnightly meetings.

Curriculum links

All subject areas deliver WRL within their schemes of work. Special emphasis is placed on Humanities and Science where there are particularly strong curriculum links.

Progression & Choice

All year 9 students have an introduction to the careers library where the personal advisor – careers explains the choices available and the possible routes 14-19.

Work Related Learning Policy

Year 9 students and their parents attend a preferences evening where the choices available are discussed. This guides students towards a route that will suit their interests, aptitudes and abilities. All students undertake a week of Work experience at the end of year 10, students following an Increased flexibility course also have one day a week work experience in years 10 & 11. These experiences are used within school to enhance learning in a range of subjects.

Monitoring, reviewing and evaluation.

The 14-19 coordinator monitors WRL on an ongoing basis; this is recorded on the school intranet in a shared area open to all staff.

WRL learning is reviewed & evaluated by the Deputy Head and 14-19 coordinator once a term; this is recorded in minutes with action points. These action points are reviewed at the next meeting.