



Ysgol Bro Gwaun

Work Related Education (WRE) Policy

Mae copi caled o bob polisi ar gael yn swyddfa'r Ysgol, gyda dyddiad dechrau, dyddiad adolygu a llofnod bob rhanddeiliad oedd yn rhan o greu'r polisi. Cysylltwch a'r swyddfa am fwy o fanylion.

A hard copy of all policies are held in the School office, they include a start date, a review date and signatures of all stakeholders involved in the creation of the policy. Please contact the School Office for more information.

Work Related Education (WRE) Policy

Work Related Education (WRE) plays a central role in preparing all young people to make a full, effective contribution to adult and working life. It uses employer's support to improve students' learning, and makes it more relevant to future working needs.

The purpose of WRE for 14-19 year olds are to:

- Increase students' motivation, confidence, self-esteem and achievements;
- Improve students' competence in the key skills;
- Make students more employable;
- Help students plan for more realistic and meaningful careers;
- Encourage students' commitment to lifelong learning;
- Strengthen and increase employers' support for, confidence in, and understanding of education;
- Support the nation's future economic competitiveness.

The benefits WRE for 14-19 year olds offer to students:

- Students' confidence and motivation increase from working with employers;
- Employer linked teaching and learning can help to raise and individual's performance;
- Students can apply their learning to working contexts, often on employer's premises and with technically advanced equipment;
- Students can develop all six key skills and bilingual capacity with employers' support and in working situations;
- Students learn what makes a good employee, about their rights and responsibilities, and about the importance of trustworthy, safety conscious attitudes at work;
- Students gain first hand experience of the personal qualities needed for work, such as regular attendance and punctuality;
- Students gain a direct understanding of the factors affecting business organisations;
- Students have a more realistic basis for planning careers and making decisions.

All pupils have an entitlement to WRE

Key Stage 3 –

During Key Stage 3, students take part in WRE through their PSE/Health and Wellbeing programme of study. With the introduction of the new curriculum, year 7 look at WRE through skills for work in the *b.ready/b.yn barod* module, set goals in the *b.awesome/b.yn anhygoel* and consider safety at work in the *b.safe/b.yn ddiogel* module. In year 8, they cover human rights and discrimination as part of the *b.informed/b.yn wybodus* module, whilst in year 9, the *b.prepared/b.yn drefnus* module allows opportunity for careers exploration, careers advice (through Careers Wales in preparation of option choices. The current year 8 and 9 are still following the 'old' curriculum with a focus on WRE occurring through PSE lessons titled 'World of Work' which helps them to gain an insight into employment, and the impact that employment has on their financial situation, leisure and lifestyle. Specific WRE takes

the form of visits eg. to Police HQ. Close collaboration has been established with Careers Wales who send regular updates of WRE opportunities.

Key Stage 4 –

In Key Stage 4, students have the opportunity to visit and learn about other working environments by attending careers fairs run locally by PCC, and nationally by Skills wise. As part of WRE and CEG, students are encouraged to attend Careers Fairs. Weekly updates are given on webinars, apprenticeships, specific careers sites and contacts through the Careers Wales link. All pupils have Careers interviews at KS4 to help make informed choices on their higher education journey. Specific guest speakers can be sought through the Careers Wales collaboration

In Year 11, pupils have an 'Ask Employers Day', where we invite many work-related organisations, charities and employers to school to hold a Careers Fair event, and speak to the pupils regarding their line of work. Interview techniques are also developed through key senior roles and application to College. Past pupils who attend the College can also be encouraged to share their experiences and knowledge with pupils in Year 11.

Work Experience Placements are now self-arranged, with the support of school staff, with Careers Wales completing the Risk Assessments. In addition to the school's input into WRE, it should be noted that many students also gain WRE through their part time or voluntary work.

The introduction of a Community Peer Scheme will provide further relevant opportunities for pupils to engage with a large variety of people from different work sectors, many of whom will be past pupils of the school.

Arrangements for reviewing the Policy

The Policy will be presented to the Governing Body for ratification. It will be reviewed annually, or as required by changes in legislation and WAG guidelines.

Careers Education and Guidance (CEG) Policy Statement

What is CEG?

Careers Education and Guidance helps young people develop the knowledge and skills that will help them make best use of their capabilities in learning and work throughout life.

CEG helps young people:

- increase their self-awareness and identify their personal development needs;
- become aware of changing career opportunities in the labour market, further and higher education, and self-employment;
- develop skills in career planning that help them make choices and manage their career development.

The importance of CEG for young people

The traditional concept of a career often meant a job for life: this is no longer a reality. Increasingly, the introduction of flexible work patterns, restructuring in organisations, and the continual need to update working practices in response to new technology, mean that people need to be adaptable. These changes require people to develop new skills, to take more responsibility for their own learning and development and to manage their careers.

Wales still has too many young people leaving school or college with low levels of educational achievement. Our society continues to suffer significant levels of deprivation and social exclusion, and some sectors of society fail to reach their true potential, for example people from ethnic minorities, and those with disabilities. Schools and colleges have a vital role to play in ensuring that all young people acquire broad transferable skills to help them obtain good jobs.

Effective careers education and guidance, linked with other areas of the curriculum, should now play a key role in helping all young people develop the skills they will need in the job market, in challenging their preconceptions and stereotypes, raising their ambitions, and making them fully aware of the opportunities available in education and work.

The ACCAC Framework for CEG

The ACCAC Framework for CEG is designed for 11-19 year olds, although the statutory requirement is to provide a programme of careers education for all young people from age 13 to 19.

The Framework objectives list, in broad terms, what young people should know, understand, and be able to do as a result of a programme of careers education and guidance.

The Objectives of CEG are:

1. Self-awareness and development

CEG should help young people:

- (a) develop an increasing awareness, based on their experiences, achievements, and potential, and reflecting their ideas for the future;

- (b) recognise and explore their changing attitudes to, and interests in, learning and work;
- (c) use the self-awareness developed in (a), and CEG should help young people: the attitudes and interest explored in (b), to help to identify their personal development needs.

2. Career Opportunities

CEG should help young people:

- (a) develop the skills they need to gather, use and evaluate information, including the appropriate use of ICT;
- (b) investigate the range of opportunities available to them in education, training, employment and enterprise;
- (c) challenge stereotypes and broaden their career horizons;
- (d) recognise the skills and qualities that are important in work, and that these are important through life, even though the opportunities available change.

3. Career Planning

CEG should help young people:

- (a) record their achievements and regularly review their progress against targets;
- (b) develop career plans which take into account both of their perception of themselves and their increasing knowledge of career opportunities;
- (c) become increasingly self-reliant in making choices and implementing decision, and understand the importance of lifelong learning;
- (d) present themselves effectively to opportunity providers.

Delivery, Organisation and Content

Year 7 –

Students review their transition from Key Stage 2 to Key Stage 3. Students develop an increasing self-awareness based on their experiences, achievements and potential. Pupils also have an Enterprise day before Christmas, in order to raise money for the school in the Christmas Fair. Year 7 gain many skills from this day, eg. teamwork, numeracy, thinking skills. In the new curriculum year 7 look at WRE through skills for work in the b.ready/ b.yn barod module, set goals in the b. awesome/ b. yn anhygoel and consider safety at work in the b. safe/b. Yn ddiogel module.

Year 8 –

In year 8 they cover human rights and discrimination as part of the b. informed/b.yn wybodus module, whilst in year 9 the b. prepared/b. Yn drefnus module allows opportunity for careers exploration, careers advice (through Careers Wales in preparation of option choices).

Year 9 –

There is a more formal introduction to CEG, through specific Careers lessons. The Careers Adviser introduces students to the Careers Library. There is an opportunity for Careers interviews before they make their Option choices. The Careers Advisor is available at Parents Evenings. Year 9 also participate in the 'Dragon's den', through the WBAQ commencing. The new curriculum will introduce year 9 the b. prepared/b. Yn drefnus module allows opportunity for careers exploration and

careers advice. The current year 8 and 9 are still following the 'old' curriculum with a focus on WRE occurring through PSE lessons titled 'World of Work' which helps them to gain an insight into employment, and the impact that employment has on their financial situation, leisure and lifestyle. Specific WRE takes the form of visits eg. to Police HQ. Close collaboration has been established with Careers Wales who send regular updates of WRE opportunities.

Years 10 and 11 –

CEG is delivered through the WBAQ programme, which enables them to work towards the Framework Objectives for KS4. All students have access to a formal Careers Interview with the Careers Adviser. The Careers Adviser is available at Parents Evenings.

Year 10 take part in Dragon's Den every year.

All Year 11 pupils and parents are invited to a Year 11 Parents Day, during which parents and pupils discuss their routes forward at 16+ with members of staff and the Careers Adviser. We also hold an 'Ask Employers Day' at the same time, where employers are invited to school to hold a Careers Fair and discuss careers with the pupils.

Teaching and Learning

In KS3, CEG is delivered mainly through PSE by Form Tutors and the Careers Adviser in year 8 and 9. In year 7 it is delivered through the Health and Wellbeing team. Additional activities are provided by outside agencies, and good links exist with Careers Wales.

In KS4, CEG is delivered through WBAQ teachers, form tutors and the Careers Adviser. 'Dragon's Den' and 'Ask Employers Day' support CEG.

Staffing and Training

The CEG is the responsibility of Ms Emma Bowen (Associate Senior Leader). The Careers Advisor is Ms Joanne Battelley. Careers Wales West have supported INSET training for all staff in the school. The school works very closely with Careers Wales West, and gains support and encouragement.

Resources

The Careers Library is located in the career's office and stocks a wide range of materials, which include books, DEWIS leaflets, Signposts, CD ROMS and Videos. The majority of this updated content is now found on-line. The Library contains a computer terminal with access to the Internet. The school Intranet contains Careers programmes, and all pupils are given training on how to access Careers Wales On-line. Teaching rooms vary in the delivery of Careers based lessons and talks by visiting agencies and employers. The Careers Office is a base where the Careers Adviser holds her interviews. Pupils are also able to email the Careers Adviser.

Partnerships

Formal partnerships are established with Careers Wales West. Parents are encouraged to attend Opportunities, Parents Evenings, and any other events, as appropriate.

Monitoring and Evaluation

There is an annual review of CEG within the school as part of School Improvement. In addition, there is an annual review of the Partnership agreement. Monitoring of CEG is also undertaken. In 2012, Ysgol Bro Gwaun received the Careers Wales Mark for developing our Careers Department. An Audit, a Self-evaluation and a Development Plan is in place, with the Development Plan being a working document.

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