

## Careers and World of Work Policy

### Our Careers Vision

The aim for all of our pupils is for them to live as independent a life as possible where they are able to engage with different people, have access to experiences in their community and make valued contributions. For some of our pupils this may mean employment and independent living, for some a choice of day services and continuing to live at home. A young person's career is their pathway through learning and work. Throughout this policy the term career is intended to mean 'pathway through life' and has a broad definition to include further education, work, life and independent living. Our vision for our programme of Careers and World of Work, is to give pupils the wide range of experiences needed to increase their self-confidence, to improve their motivation to provide them with an understanding of the world of work and the opportunities that are open to them.

### Our Approach

At Willoughby every pupil is entitled to a broad, balanced and enriched curriculum which prepares them for adulthood. The Careers and World of Work programme has been developed to incorporate the aims of the academy and recent initiatives in careers education in relation to the Gatsby Benchmarks. The planned programme of study helps pupils to understand their interests, strengths and weaknesses in relation to the world of work and lifelong education. It incorporates planned activities that use the context of work to develop knowledge and skills and understanding that are useful in work. The Careers and World of Work programme aims to:

- Prepare young people for adulthood with high aspirations for a fulfilling adult life
- Help pupils to develop career awareness and enable them to manage personal career development
- Enable pupils to manage transitions such as the change from school to college or work
- Provide opportunities to experience the world of work
- Enable pupils to handle careers information and assist them in making informed choices
- Provide pathways suited to the needs of each young person based on their EHCP and future aspirations
- Promote pupil and family choice
- Provide opportunity to gain nationally recognised qualifications (where appropriate)
- Meet statutory requirements and guidance from DFE and embed the greater Lincolnshire Local Enterprise Partnership

## Intent

This policy provides us with a framework for meeting statutory requirements and for achieving our academy aims of helping our pupils to achieve their potential and make successful transitions to adult life by enhancing pupils' prospects, encouraging them to contribute to their communities and preparing them for the challenges and opportunities of working life. We recognise and fulfil our statutory duty to deliver Careers Education, Information, Advice and Guidance and this is met through:

- The World of work vocational pathway
- Work Experience/Employer Engagement
- Attendance at timetabled careers days and careers fairs led by a wide range of Further Education providers and Alternative Placement providers
- Attendance at college 'taster' and 'open' days
- Regular employer visits and workshops
- Staff development in careers education

## Gatsby Benchmark

Our Careers and World of Work programme delivers against the 8 Gatsby benchmarks as appropriate for our pupils.

The eight Gatsby benchmarks of Good Career Guidance are:

1. A stable careers programme
2. Learning from career and labour market information
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

Our Careers Leaders are Evelyn Cox and Vicki Billyard (a member of the senior leadership team).

Our named Governor for Careers is Steve Bills.

## Implementation

The careers and world of work programme will enable pupils to develop the skills and understanding of how to be successful in their careers and the world of work. Careers education will be delivered through practical activities and functional learning in a cross-curricular way.

To develop the careers education at Willoughby, the programme will be implemented through:

- Work Related Learning
- Individual pupil vocational profiling
- Careers advisory service to show pupils what is available for them where relevant
- Target setting in work placements
- Gatsby benchmarking
- Opportunities to develop skills required for employment in a range of jobs both in school and via external visits
- A range of external visits to different places of work
- Supporting families by providing relevant careers advice and transition information to them

### Pupils Needs

The Careers Education Programme is designed to meet the needs of pupils at Willoughby. It is differentiated to ensure progression through activities that are appropriate to the pupils' stages of career learning, planning and development. Pupils across school will be placed on a pathway according to their learning needs and EHCP targets and which reflect the aspirations and hopes an individual might have for their future. For some this may mean an internship in a work-related environment and for others sensory activities aimed at developing communication skills and relationships. Careers Education formally begins around Year 6 with discrete lessons for work related learning. We follow a practical, vocational approach which helps pupils who learn best hands-on rather than theoretically. Multiple work-based opportunities supports understanding of the workplace and enables pupils to gain confidence about being in a workplace and better understand the behaviours expected of them.

Pupils also prepare for the world of work through transition activities, volunteering and work experience inside and outside of school. Outdoor learning, particularly in forest school, builds on their ability to work as a team and enables pupils to develop confidence and independence and learn new skills in a completely different environment.

### Enterprise

Enterprise activities give a focus to pupils and helps them to develop confidence and employability skills, provides pupils with opportunity to showcase their strengths and develop a sense of pride in what they are doing. Throughout the school year pupils will take part in a range of enterprise activities. The range of enterprise opportunities may include:

- Business enterprise - such as making and selling a product
- Community enterprise – organising a whole school event, making bacon butties for our onsite builders

- Social enterprise – opportunities may include class shops, healthy eating cafe, newsletters, charity fund-raising, musical events, school show, class trips

### **Impact Statements**

Pupils will have made progress in preparing for adulthood through practical life skills activities and functional learning. Pupils will:

- Make progress from their differing starting points/ progress over time
- experience sequential learning which builds on long-term memory and experience (learning more and remembering more)
- Be well prepared for the next stage of their life
- Enjoy their learning and engage well, developing an interest in careers
- Develop an understanding and knowledge of different work places and what is available for them once they leave Willoughby
- Develop skills in work and training
- Develop their independent living skills
- Play an active role in participating in society and the local community
- Remain healthy and lead a healthy lifestyle
- Have had access to careers advice, where appropriate
- Be able to lead a life after school which is as independent as possible

### **Statement of provider access**

This statement sets out the school's arrangements for managing access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

### **Pupil entitlement**

All pupils in years 6 to 14 are entitled:

- To find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point
- To hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events
- To understand how to make applications for the full range of academic and technical courses

## Handling sensitive and controversial issues

The nature of careers education means that sensitive and controversial issues may arise. Learners and staff should be clear about how these are to be dealt with. Prior to commencing work experience, pupils should be taught:

- The ground rules
- What to do in the event they have misunderstood information or have concerns
- Appropriate ways to behave in a workplace

We use the following methods of assessment at Willoughby:

- Records of external work experience — pupils' performance on work experience is monitored and reported on by the staff member that supports them and the placement provider in their work experience booklet.

This policy is written with reference to:

- The SEND Gatsby Benchmark Toolkit
- Local Enterprise Partnership
- Careers guidance and access for education and training providers. Statutory guidance for governing bodies, school leaders and school staff. (October 2018)

Policy written September 2021 (To be reviewed annually)

