

# Work Related Learning Policy



Date issued	February 2022
Review date	February 2024

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### 1. Principles of the Policy

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 (WRL, DCSF Work Related Learning Guide (Second Edition) 2009). WRL is a statutory requirement for all KS4 students. Princes Risborough School (PRS) is also committed to following the Gatsby Benchmarks in terms of careers guidance.

Princes Risborough School is committed to maximising the benefits for every student, in the development of the whole school approach to work-related learning. The school recognises that there should be a minimum level of WRL for all students, and that some students would benefit from additional WRL opportunities. The school wishes to promote WRL as part of the learning entitlement for all students from Year 8 to Year 13.

## **2. Aims and Objectives**

The aims for WRL focus on the opportunities the school provides for students to prepare for adult and working life. These include:

- Improving educational standards using contexts that improve motivation and attainment for all students
- Ensuring that students follow courses and programmes which are appropriate to their longer term aspirations and needs
- Improving students understanding of the world of work and its demands
- Improving the quality of provision and guidance
- Increasing access and choice for all students
- Improving the transition of students from school to adult and working life

The key objectives for work-related learning are:

- To raise levels of attainment through high quality WRL for all students
- To develop a range of opportunities which enhance the curriculum
- To promote greater awareness for students about the world of work, the development of key skills and employability
- 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
- To promote awareness and understanding of work, industry, the economy and community
- To relate skills attitudes, concepts and knowledge learned in school to applications in the wider world
- To develop students' personal and social skills in relationships in a range of contexts
- To provide students with informed and impartial guidance on the choices available for education, training and employment as well as other interests
- To improve employability through WRL
- To develop effective links with key partners and local industry

## **3. Procedures and Responsibilities**

The school offers a wide range of activities that contribute towards work related 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.

### **3.1 Activities in school**

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

- BTEC Nationals
- GCSE courses
- Individual subject work e.g. Business Studies
- Careers Education and Guidance
- Extended Work Placements (where appropriate)
- Alternative Curriculum Support
- Visits to employers
- Personal and Social Education
- Visitors from Industry and Business e.g. Business/ Economics
- Work Experience
- Mock interviews with local employers
- Young Enterprise
- National Careers Week: How curriculum subjects can lead to specific careers

### **3.2 Curriculum development**

WRL within the school enables each curriculum area to make a full contribution through:

- The development of schemes of learning that recognise the importance of WRL in preparing students for adult and working life
- Ensuring that all students have access to work related activities which are appropriate to their needs
- The use of appropriate teaching and learning strategies
- Ensuring maximum understanding for students of the various aspects of WRL to adult and working life
- Ensuring continuity and progression in schemes of learning, so that all students' can build on work-related experiences from previous levels

### **3.3 Activities outside school**

Students may participate in a wide variety of WRL activities outside school, which could include:

- Part-time jobs
- Experiences of legal requirements e.g. Health and Safety
- Community work
- Independent work experience
- Cadets, Scouts, Sports – team building, leadership skills
- College courses (where appropriate)

## **4. Assessment**

Assessment within WRL is chiefly in the form of student self-assessment supported by discussion with tutors and teachers.

## **5. Moral, Spiritual and Cultural Education**

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. Equal Opportunities**

WRL will help to promote the school's policy on equal opportunities by 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. Special Educational Needs**

WRL will promote the school's policy on SEN by providing a specialist Connexions Personal Advisor and a range of resources to match individual needs.

## **8. Staff Development**

All staff involved are entitled to WRL training.

## **9. Resources**

Apart from people, WRL has a number of additional resources that can be used by the students. As far as possible these are regularly updated. They currently include:

- 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
- CD ROMS, videos, posters, and Career guides

## 10. Partnerships

We work in partnership with the following:

- Adviza – who will support and complement WRL and (Information, Advice and Guidance (IAG) with individuals, where applicable
- Local industry and businesses – who support Work Experience
- Young Enterprise
- The Careers and Enterprise Company
- Further and Higher Education Institutions – exchange up to date information and advice
- Parents and guardians – who will exchange information, contribute to the programme and where appropriate, evaluate provision

## 11. Evaluation

The school policy on WRL will be reviewed and monitored at various levels and at different times by key groups on a bi-annual basis. The key priorities from the review are incorporated into the School Development Plan on an annual basis by two assistant heads.

## 12. Version Control

<b>Date</b>	<b>Circulation</b>	<b>Amendments to previous version</b>