

St. Joseph's RC High School
Ysgol Uwchradd Gatholig Joseff Sant

Careers and the World of Work
(CWW) Policy

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This policy was updated April 2024 by Mr T.Nunn

This policy was presented and accepted by the Governing Body in June 2024

This policy will be reviewed April 2026

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STATEMENT OF AIMS

INTRODUCTION

The school undertakes to engage with the provision of the Education Reform Act in that it offers pupils the opportunities to prepare for the responsibilities and experiences of adult life. This means raising the awareness of the need to prepare for choices, changes and transitions that will affect their future in the life-long learning process. The school's provision is informed by the publication, *Careers and the world of work: a framework for 11 to 19-year-olds in Wales* published by the Welsh Assembly Government in 2008.

(1) The **AIMS** of Careers and the World of Work Education & Guidance in St. Joseph's R.C. High School are to help learners to:-

- explore the attitudes and values required for employability and lifelong learning
- plan and manage their pathway through the range of opportunities in learning and work
- make effective career choices
- become entrepreneurial
- flourish in a variety of work settings
- become motivated, set long term goals and overcome barriers
- see the relevance of their studies to their life and work
- develop Key Skills and other skills required by employers
- prepare for the challenges, choices and responsibilities of work and adult life.

(2) **OBJECTIVES**

The objectives of CWW at KS3, KS4 and Post 16 will be:

- ◆ Self Development
- ◆ Career Exploration and clear post -16 and post-18 advice and support
- ◆ Career Management
- ◆ Skill development
- ◆ Multi-agency support
- ◆ To ensure pupils in Year 11 progress into education, employment or training and do not become NEETS. (Not in education, employment or training)

These objectives will be addressed by the following provision:-

- ◆ A planned programme of Careers Education which provides opportunities for them to gain knowledge and understanding, develop skills, and experience the world of work, so that they are able to feel confident in making career choices.
- ◆ Access to comprehensive, accurate and up-to-date careers information.
- ◆ Individual impartial guidance which supports them in making career decisions.
- ◆ Help in recording their achievements and developing an action plan.
- ◆ Access to all career opportunities with an equal opportunities framework.
- ◆ Access to a Careers Service, employers and training providers.

(3) **DELIVERY**

The aims and objectives will be addressed from Years 7-13:

- ◆ via the PSHE structure delivered by Form Tutors at the appropriate time slot.
- ◆ through Careers Wales workshops and group activities.
- ◆ in individual and small group interviews.

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- ◆ Through the delivery of key professional clinics
- ◆ Via strong links with visiting employers and educational providers at post-16

The delivery of CWW will also involve, wherever possible, employers, entrepreneurs, advisers, parents/carers, trainers and community groups offering relevant opportunities related to their own areas of expertise.

(4) **MANAGEMENT**

- Tim Nunn, Assistant Headteacher, will be responsible for overseeing the design, delivery and evaluation of the CWW programme and will liaise with Heads of Year and Careers Wales regarding delivery and evaluation of the programme.
- Form tutors and, where appropriate, Careers Wales advisers will be responsible for the delivery of the programme.

Staff delivering the programme will be supported by the Assistant Headteacher, Head of PSHE and Heads of Year and have access to training if required.

5. **EVALUATION AND REVIEW**

The monitoring of the CWW programme will be essential for effective evaluation.

- A review will take place annually involving Careers Wales and T.Nunn (AHT)
- The review will evaluate the programme in terms of agreed outcomes against set criteria.
- The review will set targets as appropriate for the following year.

Careers Wales meet with Tim Nunn each September to agree the "partnership agreement" and plan for the year and half-way through the year to review how Careers Wales contribute to CWW in school.

Careers Wales Mark: The school achieved the Careers Wales Mark (2019) and will look to achieve this again in the future. The key focus in 2024-25 is to ensure Careers Education and links to employers become more visible and impactful in all subjects across the curriculum.