



DURANTS SCHOOL – POLICY DOCUMENT

Work Related Learning

June 2020

Reviewed & updated: June 2020 (Frances Sutherland)

Next review date: June 2023

Introduction

The purpose of this policy is to set out the principals involved in Work Related Learning throughout the school. Work Related Learning (WRL) can be defined as a 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. Durants School is committed to maximising the benefits for every student, in the development of the whole school approach to work-related learning. As Durants school caters for a wide range of age and abilities; the school recognises that there should be some WRL for all students, it is therefore necessary to approach Work Related Learning for some pupils through the medium of Enterprise projects. WRL is a statutory requirement for all KS4 students and this policy should be viewed in conjunction with QCA Guidance. The school wishes to promote WRL as part of the learning entitlement for all students at KS4 and KS5.

Durants School aims make clear that we want our students to have ambitions and aspirations, to be motivated and to have a clear idea of the choices open to them.

Principles

The principles of work-related learning focus on the provision the school makes for opportunities for all students to prepare for adult and working life. 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

- to ensure that students follow courses and programmes which are appropriate to their longer term aspirations and needs (including AQA Award Scheme Units and ASDAN units appropriate to the individual learner)
- to improve students understanding of the world of work and its demands
- to improve the transition of students from school to adult life
- to ensure that WRL is firmly embedded within the planned curriculum, through a range of opportunities that encourage independence and initiative and enhance the curriculum by adding relevance and interest.
- to develop effective links with a range of business and community contacts and key partners, where appropriate
- For Head of Post 16 to be a member of the SEND Employment Board
- to ensure that all work related activities are of the highest quality and are regularly monitored
- to develop students' personal and social skills in relationships in a range of contexts that are engaging, purposeful and relevant
- to promote greater awareness for students about the world of work, the development of key skills and employability

DURANTS SCHOOL – Work Related Learning Policy

- to promote and celebrate the whole-school identity, developing values and morals and contributing to a positive school ethos

Procedures

Durants school WRL Policy explore skills through a range of Enterprise projects throughout the school and it is important that 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 work related activities which are appropriate to their needs;
- the use of appropriate teaching and learning strategies; e.g. TEACCH approaches, social stories, use of communication books + ipad apps
- 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 from previous levels
- an opportunity to evidence the WRL experiences through a personalised Progress File and report to parents on each student's progress, which could be used as a point of reference for future employment
- through appropriate structured work experience offered to students, especially in sixth form, according to their individual needs, either in-house or other work opportunities
- through an organised programme of PSHE and Citizenship that 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.
- to provide students and their carers with informed and impartial guidance on the choices available for education, training and employment as well as other interests
- through Enterprise programmes: Each department will encourage Enterprise projects throughout the year, either charity based or class based funding; be profit making, but will always reflect the interests of the pupils and their personal experience.

For example:

Macmillan Coffee morning / World Autism Awareness Day / Jeans for Genes day / Comic relief / Red Nose Day / Christmas / Easter / World Book Day/ Anti-bullying / Sport Relief / Change for Life / Puppet Show / School disco / Cake sales / Craft opportunities / Special birthdays / Bouncy Castle / Soup Kitchen / Staff Sandwich + Salad meals

Example of Resources

- Working in conjunction with Westlea school for work experience opportunities in their charity shops at Edmonton Green + Enfield Town + other work opportunities through Westlea Coaching Scheme
- In-school activities that foster and develop skills relevant to working in real work environments; e.g. class duties, office work, library, janitorial duties, horticulture
- Incorporate appropriate AQA Award Units to promote Work Related Learning from the Preparing for Adulthood Outcomes in the Post 16 Curriculum
- Offering work experience opportunities to previous students, eg supporting staff in Life Skills, School Kitchen, IT (with relevant Health + Safety Risk Assessments completed)
- Staff expertise and contacts
- Past Work Related experiences have included (as appropriate to the needs of the students): Charity shop volunteering, Pre-school experience, retail shops, café work

Monitoring and evaluation

Work related learning at Durants School will be monitored and evaluated by

- An annual report to the Senior Management Team and Governors
- An annual review as part of the process of the School Development Plan
- As part of the reporting process given to all parents as part of the statutory requirements – e.g. annual reviews / EHCP and/or yearly report/ Transition Plan from Year 9

Good Practice

- Durants School will provide opportunities to learn **through** work by offering students, as appropriate to their needs and abilities, a recommended placement
- We will provide opportunities to learn **about** work through the Curriculum, including AQA Award Scheme and ASDAN
- We will provide opportunities to learn **for** work by offering a cohesive citizenship/PSHE programme
- Evaluation and reporting by employees during work experience
- Off-site providers regularly communicating about individual student progress on partnership programmes

DURANTS SCHOOL – Work Related Learning Policy

- Regular communication between Senior staff and SEN Careers Advisor
- The school will actively seek additional sources of funding to help continually improve and enrich the provision, e.g. Jack Petchey Foundation and Big Lottery Funding