

WORK RELATED LEARNING AND ENTERPRISE EDUCATION

WHY DO WE HAVE THIS POLICY?

Notre Dame Catholic College is dedicated to the success of its pupils, and equipping them for working life is an integral part of their learning. The school has adopted this policy as an indication of its commitment to providing that learning and to delivering to all pupils their entitlement to Work Related Learning and Enterprise (WRL & EE).

AIMS

- Equip pupils with the key skills, attitudes and qualities necessary to make a successful transition to adult and working life;
- raise their standards of achievement, self-esteem and confidence;
- enhance the curriculum by adding vocational relevance and interest;
- implement effectively the developments taking place in the 14 – 19 curriculum;
- ensure the benefits and experience gained from Work Related Learning and Enterprise Education are valued, assessed and developed for successive generations of pupils;
- develop quality links with businesses and other relevant external partners and agencies;
- enhance the school's culture of enterprise in its management and development, and thereby its performance.

OBJECTIVES OF THE WRL AND EE PROVISION

The objective of delivering Enterprise Education within Work Related Learning is to develop young people who have:

- *Enterprise Capability*, the capability to handle uncertainty and respond positively to change, to create and implement new ideas and new ways of doing things, to make reasonable risk/reward assessments and act upon them in their personal and working life;
- *Financial Literacy*, the knowledge, skills and attitudes necessary to become a questioning and informed consumer of financial services and the ability to manage their finances effectively;
- *Economic & Business Understanding*, a process of enquiry, focused on the context of business, central to which is the idea that resources are scarce so that choices have to be made between alternative uses.

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The school will deliver to all pupils a planned, co-ordinated, and integrated WRL and EE that meets or exceeds the nine requirements of the QCA guidance framework, the elements of which are to:

- recognise, develop and apply their skills for enterprise and employability;
- use their experience of work, including work experience and part-time jobs, to extend their understanding of work;
- learn about the way business enterprise operate, working roles and conditions, and rights and responsibilities in the work place;
- develop awareness of the extent and diversity of local and national employment opportunities;
- relate their own abilities, attributes and achievements to career intentions and make informed choices based on an understanding of the alternatives;
- undertake tasks and activities set in work contexts;
- learn from contact with personnel from different employment sectors;
- have experience (direct or indirect) of working practices and environments;
- engage with ideas, challenges and applications from the business world.

ENTITLEMENT AND DELIVERY OF WRL AND EE

All pupils have an entitlement to:

- a programme of careers' education and guidance with clear and planned learning outcomes integrated into the whole school curriculum;
- a cohesive programme of Work Related Learning and Enterprise Education;
- a curriculum which provides opportunities for all pupils to learn and achieve.

The school has adopted a whole-school approach to the delivery of Work Related Learning and Enterprise Education as part of the entitlement for all pupils. The school offers a wide range of activities that contribute towards work-related opportunities in order to help prepare pupils effectively for adult and working life. These activities complement subject teaching and contribute towards the development of pupils' key skills as well as contributing to lifelong learning opportunities.

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

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- Relevant vocational courses and qualifications;
- Careers Education and Guidance;
- Work Experience;
- Extended Work Placements;
- Visits to employers;
- Enterprise projects;
- Problem Solving and Insight into Work Activities;
- Aspects of Personal, Social Health and Citizenship Education;
- Visitors from Industry and Business.

MANAGEMENT OF PROVISION

Responsibility for Policy

The Governing Body and Leadership Team are responsible for the development, implementation, and maintenance of the policy.

The careers co-ordinator is responsible for:

- the management and co-ordination of the various aspects of Work Related Learning and Enterprise Education;
- the range of activities in each Key Stage;
- the measurement, monitoring and evaluation of the effectiveness and benefits of work related activities;
- ensuring that appropriate channels of communication exist at leadership level, the governing body and partners.

Heads of Department and Heads of Year are responsible for:

- ensuring that their Schemes of Learning contribute to work-related aims;
- identifying the types of activity at relevant points in the Schemes of Learning;
- identifying appropriate learning outcomes: skills, attitudes, concepts, knowledge and the strategies to achieve them;
- clarifying how the activities help progression and learning about, for and through work;
- indicating the scope for pupils to set their own learning objectives;
- identifying and meeting individual staff development needs.

Individual subject staff are responsible for:

- identifying elements of WRLEE;
- ensuring that their lesson plans meet and deliver the agreed learning outcomes;

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- assessing and recording pupils' development;
- feedback on operational aspects of the policy to their Departments and the Leadership Team.

Action Plans and Review of Policy

The Leadership Team will approve curriculum and activity developments as components of the WRL and EE provision, and will ensure that such developments are incorporated into Departmental Action Plans and the overall College Development Plan.

The school will review this policy annually, and will incorporate the latest guidance. Revision of plans and progress against them will be reviewed as an integral part of the school's management procedures.

Resources and Funding

The Governing Body and Leadership Team will be responsible for allocation of resources and funding to implement the recommendations of the manager(s) of the policy. The school will seek to access additional funds and will take up any entitlement to such funds for the implementation and delivery of this policy.

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