

# The Attic CIAG and Work-Related Policy

<b>Date of policy</b>	June 2020
<b>Date presented to Management Committee</b>	February 2021
<b>Date ratified by Management Committee</b>	February 2021
<b>Named Manager</b>	Karen Lodge

Careers education and guidance at The Attic PRU is a crucial aspect of their education. The school has an integrated approach to its careers provision and is responsive to the needs of students and local employment pathways with a programme which inspires, enriches and broadens the career prospects of all students.

The Education Act 2011 introduced a duty on schools to give pupils access to independent and impartial careers guidance. Schools are expected to work in partnership with external and expert careers guidance providers to ensure that their pupils get quality advice on the full range of post-16 options. There is a key person for careers and work-related learning. The School follows the Gatsby benchmarks for good careers guidance, Ofsted recommendations for effective careers guidance and the DfE requirement to inform learners of the full range of options and pathways.

### **Aims:**

- To enable all students to develop the self-knowledge and skills that they need to take charge of their personal and career development.
- To be an integral part of the school curriculum.
- To contribute to wider school action to raise aspirations, improve motivation, develop key and other employability skills and illustrate the relevance of subject studies in future life.
- To promote equal opportunities and to challenge stereotypical thinking and attitudes.
- To help students overcome any overt and hidden barriers to progress that they may encounter.
- To enable students to understand that a career is a personal journey that includes learning, work and career breaks (both planned and unplanned), and that all career decisions involve making choices about learning and lifestyles.
- To ensure that students receive appropriate independent and impartial careers information and guidance, including access to a Matrix Standard independent careers advisor, especially at key decision and transition points.

For information about the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer complies with the school's legal obligations under Section 42B of the Education Act 1997 refer to our **Provider Access Policy**

CIAG							
Gatesby Benchmarkings	Curriculum Links	examples	Work experience / Real World Learning Projects	Year 9	Year 10	Year 11	TERM
1. Stable Careers Programme	Home Cooking	Hillfarm Rapeseed Oil Marybelle Dairy Boarding House (restaurant) Bramfield Clarks Butchers Enterprise - making and selling cakes	Real World Learning Projects are sought throughout the year for varied periods of time.  Most students, starting in Year 10, discuss with their Key worker successfully complete a <a href="#">Real World Learning Project</a> .  Real World Learning Projects (RWLP) are The Attic PRU's take on work experience and provide both student and their host workplace with something that is more meaningful and authentic than traditional work experience. Students are tasked with solving an authentic problem for a real organisation. The projects can take any form, as long as there is an authentic outcome that students are required to produce. This could be a piece of research, a social media campaign, the redesign of a process, promotional videos, the creation of a piece of art or the planning and delivery of a community event etc. It should be something that would be of genuine value to the organisation.	Trips and visits to local businesses Real World Related Learning Enterprise Activities / Social Enterprise Visiting local colleges / Sixth form Careers Fair			Autumn Term
2. Career and labour Market	Landbased	Enterprise - making and selling products e.g. willow obelisks, bird feeders		Working with willow workers			Spring Term
3. Addressing needs of pupil	Tutor Period	Tutor group Challenge - A range of competitive team building skills cross form competitions. Portfolio of Achievement		Key worker meetings Careers Adviser sessions			
4. Curriculum Linked to Careers	Key Worker Session	Weekly meetings throughout the year with each student. These promote discussions regarding their personal attributes: Personal Effectiveness Satisfaction with Provision Career <a href="#">Readiness</a> , <a href="#">Employability</a> Skills and Social Capital. Discussions regarding Real World Learning Projects and bespoke packages for young people.		Apprenticeships College Transitions/Taster days Trips and visits to local businesses Real World Related Learning			Spring Term
5. Employer Encounters	PSHE	I could... Buzz Quiz I could... web site Personal enquiry projects reviewing different careers / career paths. Visit to colleges and Further Ed Institutions		Visits from and to local employers / inspirational speakers			Summer Term
6. Experience of the Workplace	Real world Learning Projects	Identified through Key worker sessions				Initial meeting with employer Transition sessions	Throughout the year
7. Further and Higher Opportunities		Identified through Key worker and Careers Adviser sessions		Key worker sessions Visits to colleges and post 16 providers Transition sessions			Throughout the year
8. Personal Guidance	Careers Adviser	Personal Action Plans Visits to Post 16 providers					Throughout the year

## **Work Related Learning**

Work-related learning is an important part of young people's education across the curriculum and key to preparing them for their future careers, enabling them to develop the skills to make a positive contribution to our economy.

### **Aims**

- Gain experience in the world of work
- Try out a particular job or career
- Discover something about their skills, preferences and talents
- Develop relevant qualities, including initiative, assertiveness, independence, confidence, respect for other, the ability to compromise and negotiate,
- Understand more about work-related issues eg Health and Safety, Equal Opportunities, Business Organisation
- Develop presentation, interview, communication and decision-making skills
- Relate their own education/GCSE subjects to the world of work.

The flow chart exemplifies the current practice and procedures at The Attic PRU.

WEX Coordinator

Admin

Keyworker

### Work experience placement procedures

