

Work Related Learning Policy

Aim:

To prepare learners for adult and working life and motivate, develop skills and broaden aspirations through a high quality curriculum and a range of extra-curricular activities and opportunities.

Objectives:

At Oakfield we:

- Provide high quality work-related learning for all learners.
- Develop a range of opportunities which enhance the curriculum.
- Promote greater awareness and understanding for learners about the world of work, the development of key skills and employability.
- Promote awareness and understanding of work, industry, the economy and community.
- Provide learners with informed and impartial guidance on the choices available for education, training and employment.
- Develop effective links with key partners including Guidance Services, Enterprise Partner and Employers.
- Relate skills, attitudes, concepts and knowledge learned in school to application in the wider world.
- Develop learners' personal and social skills in relationships in a range of contexts.
- Improve employability through work-related learning.
- Ensure most appropriate qualifications are offered to best meet our learners' needs.

Key Stage 3

In each year group at Key Stage 3 each learner will be assessed and awarded an overall Pathway for Design Technology

Knowledge, Skills and Understanding

Learners will:

- Develop social, communication and team working skills.
- Understand the health and safety expectations in vocational settings.
- Explore their own skills in relation to future vocational pathways.

Key Stage 4

In Key Stage 4 learners will follow the programme for study for GCSE Food Technology or appropriate level in construction, Health & Social care or Floristry.

Knowledge, Skills and Understanding

Learners will:

- Complete a work experience program allowing them to access a vocational setting.
- Complete appropriate vocational accreditation allowing them develop knowledge and understanding in a particular subject area.
- Develop work related skills through Enterprise and Employability training

Key Stage 5

In Key Stage 5 learners will follow the programme of study for Entry Level 3 and Level 1 Accreditation in BTEC Landbased studies and Health & Social Care, ABC Level 1 in Practical Floristry and NOCN Entry level 2 in Life skills.

Knowledge, Skills and Understanding

Learners will:

- Complete appropriate vocational accreditation that reflects individual learner aspirations.
- Complete work skills accreditation and take part in various events to develop transferable skill including team work, communication and self-management.
- Access a transition curriculum and explore further vocational and educational settings.
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Monitoring arrangements

The Head of School and leadership team will:

- Monitor the subject through the Oakfield self-evaluation schedule and monitoring schedule which are reviewed annually.

Governors will:

- Monitor the work of each subject through the Oakfield self-evaluation and monitoring schedule which includes a timetable of Departmental meetings and a Departmental leader's report to governors, which are reviewed annually.

Departmental leader will:

- monitor learners work
- amend schemes of work based on suitability of use
- analyse data
- produce a SES
- attend link meetings
- amend and monitor risk assessments for practical lessons

Quality assurance will be achieved through:

- Lesson Observations
- Learning walks
- Work sampling
- Standardisation of work

The process of review and evaluation will take place on an annual basis with recommendations being made to SLT so that key areas for development can be incorporated into the School Improvement Plan with amendments and modifications made to the policy as appropriate.

Learner progress will be monitored and evaluated by the Work Related Learning Departmental Leader. Each learner will receive an end of year report outlining each learner's progress, strengths and weaknesses in relation to the subject.

Additional Information (Subject specific) i.e. Risk Assessments, resources

- Risk Assessments for tools and equipment are available, all electrical equipment is PAC tested prior to use.
- Food Tech risk assessment has recently been updated and is available.
- All visits and vocational placements are Risk assessed by external agencies including Evolve and Tailored Education.

All departmental evaluation follows guidance available

- Teaching and learning policy
- Assessment for learning policy
- Behaviour for learning policy
- Preparation for Adulthood
- Monitoring
Health and Safety

Date approved:	
Review Date:	
Signed Executive Headteacher:	