

Rosstulla School

Work Experience Policy

To be agreed by Governing Body, January 2016. Reviewed _____

Rationale

Work experience is a vital part of the Careers/Employability programme, and plays an important role in the preparation of our young people for adult working life.

Work experience is an integral part of all our pupils' entitlement to careers education at Rosstulla School.

The key aim of this programme is to prepare all our pupils for working life. Through work experience we expect our pupils to enhance their knowledge of the world of work and their own employability. This is regardless of their race, gender or ability. The programme is one part of a whole-school commitment to partnership between education and industry.

Pupils are prepared for work experience through modules taught in Careers lessons, which includes Preparation, Health and Safety talks prior to going out on placement.

Pupils at Rosstulla have the opportunity to participate in Work experience in year 11 and 12.

Pupils who remain at Rosstulla for Year 13 participate in Work experience 1 day per week for the year.

Work experience is *"the participation of children in employment in industrial, commercial, public authority and statutory undertakings, the object of which is to give the children a greater understanding of the conditions, disciplines and relationships of those undertakings"*. Education & Libraries (NI) Order 1986

Purposes

The work experience programme will :

- provide opportunities for our young people to enhance their employability skills through practical work placements
- give our students a greater knowledge and understanding of working conditions, disciplines and relationships in the workplace
- increase students' motivation to learn across the N.I. Curriculum and give relevance to their work in school
- contribute to the smooth transition from school to adult and working life.
- raise standards by adding quality to Careers/Employability programme (including contributing to personal career planning)

- promote positive partnerships with local employers
- raise awareness amongst local employers of potential benefits resulting in their employment of our young people upon leaving school/post 16 training
- help to inform students' decision-making in relation of their vocational interests and increase their knowledge and understanding of types of occupation and their various training routes.

Guidelines

The design and delivery of the Work Experience programme is planned within the context of Rosstulla's vision, mission and aims, and takes into account the guidelines of the NI Curriculum / NEELB.

Accessibility of work experience extends through K.S.4 and 5 and is an integral part of the Careers/employability programme.

Students will access placements which are tailored to suit their individual needs.

A range of work experience placements will be offered to students and the Careers co-ordinator will liaise with parents/carers.

The programme will be delivered in partnership with employers in the local community and through collaborative practice with external agencies.

Efforts will be made to link final placement with Post 16 career choice (Years 12/13).

Positive school/employer links will continue to be forged to enhance not only work experience placements, but also employment opportunities for our young people on leaving school.

These guidelines are translated into action through other policies and procedures for example:

- Staff development policy
- Personal development
- Child Protection policy