

Ysgol Maes Hyfryd Flintshire Careers Policy



Introduction

This policy provides the framework for meeting statutory requirements and achieving our school aim of:-

- raising students' achievements
- promoting equality of opportunity
- developing enterprise and employability skills
- encourage pupils to contribute to their communities
- encouraging participation in lifelong learning

A young person's career is their pathway through learning and work. All young people need a planned programme of activities to help them make choices. Ysgol Maes Hyfryd is committed to 'raising the aspirations of all young people, especially those with limited horizons. It will increase motivation by linking activities in school with preparation for life afterwards. It will therefore contribute to raising pupil achievement and school improvement, and can help ensure equality of opportunity for all.' (Careers Education in Schools: provision for 9-11 Circular 5/98 DfEE)

Careers Education & Guidance Aims

The learning and support programme is designed to meet the needs of students at Ysgol Maes Hyfryd. It is differentiated and personalised to ensure progression through activities that are appropriate to students' stages of learning. Our aims are as follows:-

- to prepare our students for the opportunities, responsibilities and experiences of adult life
- to enable students to develop skills, attitudes and abilities, equipping them to become effective in a variety of occupations and roles
- to help them develop educational, course and career awareness and, with support, manage personal career development
- to enable students to experience the world of work and develop transferrable skills
- to enable students to manage transitions in their lives, such as the change from school to college or work
- to help students understand the range of support available from Careers Wales and other relevant agencies

Statement of Entitlement

Every student is entitled to CEG which:

- aims to provide a person-centred, impartial and confidential experience
- is integrated into students' experience of the whole curriculum
- structured to meet individual needs at significant stages in their education e.g. Transition Planning
- promotes equality of opportunity

- is confidential and respects personal information disclosed by the individual

The Implementation of the Policy:

This will be the responsibility of the Careers Co-ordinator.

The responsibilities will include;

- Overseeing the work of the work experience coordinator in co-ordinating the work experience programme and liaising with the job coaches and establishing and providing recording procedures to monitor the work experience programme
- Ensuring all staff to make a contribution to CEG through their roles as teachers and job coaches
- Developing a close working relationship with Careers Wales and maintaining the partnership agreement
- Communicating with parents on career matters affecting their child
- Linking college placements to Transition Planning Reviews
- Ensuring students to complete a work experience diary which will be used as evidence in their Progress Files as well as providing evidence for accreditation
- Arranging industrial visits
- Provide other focussed events through Careers Wales and Big Ideas Wales and interview projects
- Developing and administering the careers library and other resources
- Providing reports to the Governing Body
- Providing regular updates for the 6th Form newsletter
- Providing work experience evaluation feedback forms for parents
- Organising annual Parent Information evening for students and parents involving various agencies
- Organising initiatives through 14-19 Pathways such as Retail Projects
- Providing WRE through Enterprise initiatives
- Providing access to North Wales Training Centre to access training opportunities
- Monitoring and evaluating the effectiveness of the programme and its delivery. Based on these assessments, programmes are continually monitored, updated and adapted to meet the needs of the students