

Careers and Work Related Experiences Policy



King Henry VIII 3-19 School Ysgol 3-19 Brenin Harri'r VIII

We believe in the limitless capacity for everyone to achieve great things.

Effective from: December 2024

Approved by Governors: December 2024

Reviewed by Governors: February 2025

Next Review Due: February 2027

1. Introduction

At King Henry VIII School 'We believe in the limitless capacity for everyone to achieve great things'

This Careers and Work-Related Experiences outlines our commitment to providing all pupils King Henry VIII 3- 19 school with high-quality careers education, information, advice, and guidance. The policy ensures that our pupils, aged 3-19, are supported in developing the skills, knowledge, and aspirations required to make informed choices and prepare for the future world of work, in alignment with the Welsh Government's reforms to the curriculum and wider career pathways.

The policy reflects the principles of the Curriculum for Wales 2022 and seeks to ensure that every child and young person receives age-appropriate career learning and experiences that are progressive, inclusive, and relevant to the evolving world of work.

2. Purpose

The purpose of this policy is to:

- Provide pupils with the opportunities to explore career pathways from an early age, allowing them to make informed decisions about their future education and careers.
- Ensure that career education, guidance, and work-related learning are integrated across the curriculum, with a focus on developing skills for life, work the knowledge and experience needed to make informed choices in a rapidly changing and dynamic workforce.
- Support pupils' personal development, well-being, and self-awareness to ensure they can develop their own career goals and aspirations.
- Meet the statutory requirements set out in the Curriculum for Wales 2022 and Welsh Measure of 2011.

3. Career and Work-Related Experiences in the Curriculum for Wales

The Curriculum for Wales 2022 places a strong emphasis on developing pupils as individuals who are prepared for life and work. Career education and world of work experiences are embedded in the cross-curricular responsibilities, particularly through the Areas of Learning and Experience (AoLEs). Our policy aligns with the following key curriculum components:

The Wellbeing AoLE leads on Personal and Social Development (PSD): PSD is a key focus in the Lower, Middle and Upper phases. Pupils are introduced to the concept of the world of work, developing skills such as communication, teamwork, and problem-solving, which are vital for career development.

Wider AoLEs further provide opportunities to explore career pathways in creative, technological, scientific, and social sectors, fostering critical thinking and adaptability. Pupils explore various industries and professions through role-play, project-based learning, and practical applications.

Developing the Four Purposes: The Curriculum for Wales is designed around the Four Purposes, which guide the whole curriculum structure:

- Ambitious, capable Pupils: Our Pupils are encouraged to engage with real-world problems and learn how skills are transferable across various careers.

- Enterprising, creative contributors: Pupils participate in activities that develop entrepreneurial skills, creativity, and innovation, preparing them for the challenges of modern employment.
- Ethical, informed citizens: Career education also emphasizes the importance of sustainability, ethics, and social responsibility in the workplace.
- Healthy, confident individuals: We support pupils to understand the connection between career choices, health, and well-being.

4. Curriculum Provision for Career Education

As laid out in this policy CWRE will be embedded across the curriculum ensuring that 'every teacher is a teacher of careers'

Lower Phase (year R,N - 4):

In the Lower Phase, pupils are introduced to the world of work through storytelling, role play, and practical experiences. Activities such as visiting local professionals, exploring occupations within the community, and learning about personal skills (e, collaboration) help children start to understand their potential futures in the workforce.

Middle Phase (Year 5 - 8):

As Pupils progress into the Middle Phase, they begin to explore different careers through subject-based learning in humanities, science, technology, and the arts. Pupils will engage in enterprise projects, workplace visits, and career-related discussions to deepen their understanding of the range of opportunities available to them. They are encouraged to start linking subjects to potential career choices.

Upper Phase (years 9 – 11)

Career education in Upper Phase focuses on developing self-awareness, including an understanding of personal strengths, skills, and interests, while introducing pupils to a broader range of career options. Pupils participate in structured career learning sessions, work experience opportunities, and are introduced to the concept of employability skills. By the end of year 9, pupils are encouraged to begin making informed choices about the pathways available to them post-14.

In years 10 and 11 pupils focus more explicitly on career exploration, with opportunities for in-depth career guidance, work placements, and engagement with employers. They are supported in making informed choices regarding post-16 education and training, such as apprenticeships, vocational qualifications, or further academic study. The school will facilitate career fairs, employer talks, and skills workshops to further bridge the gap between education and employment.

Senior Phase (years 12 and 13)

Senior Phase pupils will engage in tailored career advice and guidance sessions that help them plan for their future, whether that be further education, apprenticeships, or entering the workforce. Opportunities to explore higher education pathways, further training, or work placements are integral to this stage, with pupils receiving one-to-one support from career advisors.

5. Work-Related Learning

Work-related learning is central to the development of career-ready pupils. Our school will:

- Provide pupils with real-world learning opportunities through employer engagement, enterprise activities, work placements, and school-based projects that mirror workplace settings.
- Encourage partnerships with local businesses, community organizations, and industry professionals to support pupils in understanding the expectations and realities of the world of work.
- Promote work-related learning across all subject areas, particularly in areas such as mathematics, technology, and enterprise.
- All pupils in Health and Social Care (Year 13) will undertake one week work experience in primary school to support their completion of course work.

6. Careers Information, Advice, and Guidance

We are committed to providing comprehensive and impartial career advice and guidance throughout the school years. Our approach includes:

- Personalised support: All pupils will have access to a career advisor from the beginning of the Upper Phase onwards. This advisor will provide one-to-one consultations to help pupils understand their options and plan for their future.
- Career resources: A wide range of career materials, resources, and online tools will be available to pupils and their families to help with decision-making.
- Parental involvement: We will engage parents and carers in career planning, ensuring they are informed and able to support their child's choices. Regular communication will occur via meetings, information evenings, and newsletters.
- Employer and stake holder engagement: We are committed to ensuring that a range of opportunities are presented to pupils and parents to ensure fully informed choices are made these include, but are not limited to, a yearly Careers Fair for all pupils in Upper and Senior phase. STEM events

7. Cymraeg

The school takes its commitment to prepare pupils for the world of work in Wales very seriously. This includes preparing them with the Welsh language skills necessary to follow successful career choices in Wales. The school ensures that its teaching of Cymraeg prepares pupils for the world of work where Welsh language skills will be at least desirable, and often essential.

8. Equality of Opportunity

We are committed to ensuring that all pupils have equal access to career opportunities, irrespective of gender, ethnicity, disability, or socio-economic background.

- Our curriculum is designed to challenge stereotypes, raise aspirations, and ensure that every pupil has the resources and support they need to succeed in their chosen career path. For example, enhanced transition is provided where needed to ensure that pupils make informed and comfortable choices.
- Pupils with additional learning needs will be provided with bespoke careers advice from a specialist careers advisor.

- Alongside our Senior Phase taster days, we will provide programmes for those pupils wishing to engage in apprentices and various college. Access to a bespoke career's advisor for pupils with additional learning needs will be provided.
- The Inspire Engagement & Intervention officer for King Henry VIII 3-19 School will work alongside ALN pupils throughout the process ensuring that careers meetings are made and attended, liaising with colleges and will continue to support throughout the initial stages of post 16 placements.

9. Monitoring and Evaluation

We will regularly review and evaluate the effectiveness of our careers provision through:

- Feedback from pupils, parents, and staff.
- Tracking Pupils' progress and post-16 destinations.
- Engagement with external advisors and employers to ensure our provision meets industry standards.
- Annual audits to ensure compliance with the Curriculum for Wales requirements and to monitor the impact of career-related learning.

10. Roles and Responsibilities

Name of Staff Member	Role
AHT Mrs R Davies	Strategic Oversight of CWRE
Mrs K Thomas	Link Governor
Miss L Trew	CWRE Co-ordinator
Mrs S van Es	CWRE admin and Support
Miss K Hall	Careers Wales Advisor
Miss B Wheelan	ALN Careers Advisor
Mrs L Reynolds	HLTA – ALN Transition
Miss R Taylor-Evans	Inspire Engagement & Intervention Worker

The Careers Lead at King Henry VIII 3-19 School will:

- Take responsibility for developing, running and reporting on the school's career programme
- Plan and manage careers activities including the annual Careers Fair
- Manage the budget for the careers programme
- Support teachers to build careers education and guidance into subjects across the curriculum
- Ensure that the school website is regularly updated
- Establish and develop links with employers, education and training providers, and careers organisations
- Work closely with relevant staff, including our Additional Educational Needs co-ordinator (ALNCO) and Careers Adviser, to identify the guidance needs of all of our pupils with additional educational needs and/or disabilities (ALN) and put in place personalised support and transition plans
- Disseminate information on careers and apprenticeships to relevant pupils.
- Work with our school's designated teacher for looked-after children (LAC) and previously LAC, to make sure they know which pupils are in care or are care leavers, understand their additional support needs, make sure that their personal education

plan can help inform careers advice, and review our school's provider access policy statement at least annually, in agreement with our Governors

Careers Advisor

At the forefront of our delivery are our professionally trained careers adviser. Careers Wales' professional standards for advisers require them to achieve QCF Level 6 in Career Guidance and Development or the equivalent and register with the Career Development Institute's (CDI) UK Register of Career Development Professionals. They provide impartial and professional support to individuals and co-ordinate the range of services of the Careers Wales team for individual schools. The service offer that is provided by Careers Wales will focus on short and long term needs of learners with a focus on:

- Broadening horizons
- Raising awareness of the skills required in the modern labour market
- Development of the skills for career planning both short and long term support at key transition points for pupils who need it. Our work in Years 10 and 11 will offer all pupils support, which will be differentiated to meet their individual needs.
- Universal support for those young people who will self-help through our digital and social media platforms, CWRE monthly Newsletter, and by attending group sessions.
- Career Check support - one to one support for those young people identified as in need of guidance and coaching support.
- Targeted support for those young people whose characteristics can lead to them being underrepresented in Education, Employment or Training in post compulsory education.
- Additional Learning Needs Support - one to one support for those young people identified as having additional learning needs (ALN)

The Governing Body will:

- Provide clear advice and guidance on which the school can base a strategic careers plan which meets legal and contractual requirements
- Appoint a member of the governing board who will take a strategic interest in careers education and encourage employer engagement
- Make sure independent careers guidance is provided to all pupils throughout their secondary education (11 to 18-year-olds) and that the information is presented impartially, includes a range of educational or training options and promotes the best interests of pupils
- Make sure that a range of education and training providers can access pupils in Years 8 to 13 to inform them of approved technical education qualifications and apprenticeships
- Make sure that details of our school's careers programme and the name of the career's leader are published on the school's website
- Make sure that arrangements are in place for the school to meet the statutory requirements for delivery of CWRE at King Henry VIII 3-19 School.

11. Professional Learning

A systematic and targeted programme of professional learning to support CWRE will be provided in line with the school's development priorities.

12. Linked documents

- AOLE and Department Content and skills grids
- Curriculum policy
- Vulnerable Learner Policy
- Educational Visits Policy
- Teaching and Learning Policy

13. Conclusion

The Careers and Work-Related Experiences policy at King Henry VIII 3 -19 School ensures that Pupils receive a well-rounded, progressive, and high-quality careers education. By integrating career learning into the curriculum and offering access to expert advice and real-world experiences, we will empower Pupils to make informed decisions about their futures, as well as prepare them to thrive in the world of work.

This policy will be bi-annually reviewed to ensure it remains aligned with the changing needs of the curriculum and the wider world of work.