



## Work Related Learning Policy

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Document Name	Work Related Learning Policy
Purpose of Document	<ul style="list-style-type: none"> <li>To ensure all students have numerous opportunities to enhance and develop their WRL knowledge and understanding of careers and future pathways in conjunction with the Gatsby benchmarks.</li> <li>To plan the WRL calendar appropriately to minimise the loss of curriculum time whilst maximising the opportunities available.</li> <li>To promote WRL as part of the learning entitlement for all students at KS3 and KS4</li> </ul>
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Version number	Date Approved	Change/Reasons for Change/Comments
1	July 2015	New policy.
2	19 October 2015	New version of policy
3	10 September 2018	New version of policy
4	04.10.21	New version of policy
5	8 October 2025	Updates

Distribution list
Governors
Head
Leadership Team

Work Related Learning (WRL) is defined as any planned activity that uses the context of work to develop knowledge, skills and understanding useful in work, including learning through the



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experience of work, learning about work and working practices and learning the skills for work (WRL, QCA Guidance 2017).

WRL is a statutory requirement for all Key Stage (KS) 3 and KS4 students.

### Purpose

To ensure all students have numerous opportunities to enhance and develop their WRL knowledge and understanding of careers and future pathways in conjunction with the Gatsby benchmarks.

To plan the WRL calendar appropriately to minimise the loss of curriculum time whilst maximising the opportunities available.

To promote WRL as part of the learning entitlement for all students at KS3 and KS4.

### Principles

The aims for work related learning focus on the provision the school makes for opportunities for students to prepare for adult and working life. These include:

- to improve educational standards through using contexts that improve motivation and attainment for all students
- to ensure that students follow courses and programmes which are appropriate to their longer term aspirations and needs
- to improve students' understanding of the world of work and its demands
- to increase access and choice for all students
- to improve the transition of students from school to further education and/or apprenticeships and therefore adult and working life.

The key objectives for work related learning are:

- to raise levels of attainment through high quality work related learning for all students; to develop a range of opportunities which enhance the curriculum
- to promote greater awareness for students about the world of work, the development of key skills and employability
- to develop a range of appropriate and relevant activities which assist in raising all students' aspirations and achievement and which are of the highest possible quality and are regularly monitored
- to promote awareness and understanding of work, industry, the economy and community
- to relate skills attitudes, concepts and knowledge learned in school to applications in the wider world



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- to develop students' personal and social skills in relationships in a range of contexts;
- to provide students with informed and impartial guidance on the choices available for education, training and employment as well as other interests
- to improve employability through work related learning; to develop effective links with key partners and local industry.

The WRL Policy will embrace the principles of the Equality Policy, Inclusion Policy and Curriculum Policy.

### Action Statements

Work related learning takes place for all KS4 and KS3 students during their life learning lessons and at specified events as detailed below:

- Group and individual careers interviews
- Careers drop-in service
- Post 16 Opportunities Evening (All Year 11 students and invited year 10 students (DA))
- Timetabled life learning lessons
- College taster days/open evenings (Year 10 and 11 students)
- Careers events including Careers Speed Networking in year 10 and Work Observation Days in year 10
- Tutor group and Head of Year led activities
- Guest speakers invited to Assemblies

### **Staffing**

A level 7 qualified Careers Lead has strategic responsibility for Work Related Learning, supported by the Adviser. These staff have regular line management meetings to review and evaluate the provision.



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### **Curriculum Provision**

There is a planned programme of learning delivered by specialist staff through life learning lessons, tutor time and the Extended Learning Calendar. Topics include:

- Career pathways and choices
- Personal finance
- Learning to learn
- Personal profiling
- CVs / personal statements
- Mock interviews
- Work observations
- Experience of the workplace
- Further education and apprenticeship assemblies

Careers is also taught through subject curriculum for example, NHS is written within a year 8 Scheme of Learning (SOL) in Science, visiting authors in English and make £5 Grow in Maths.

The Learning outcomes are for students to:

- Develop themselves through career and work-related education
- Learn about careers and the world of work.
- Develop career management and employability skills

Our Careers Programme is governed by the Gatsby Benchmarks (a framework for good career guidance developed to support schools in providing students with the best possible careers education, information, advice, and guidance) and all activities are logged on Compass Plus (a tool from The Careers & Enterprise Company which allows us to benchmark, manage, track and report on our school's careers programme).

### **Personal Provision**

Specialised careers software is available that can be accessed via the internet as well as a link from the school website. Students have the opportunity for small group or individual careers interviews with the Careers Adviser. Students can be fast tracked for additional support via the Learning Support and Pastoral departments. Disadvantaged students are prioritised for their meetings and follow up meetings given in addition when required.

### **Resources**



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An annual budget is provided to cover expenditure for administration, external advice and guidance.

### **Partnerships**

The policy recognises the range of partners that support careers information advice and guidance including:

- Liaison with Post 16 institutions and further education colleges
- Employers and trainers including apprenticeships
- Parents: Post 16 guidance booklet, Year 10 and 11 Guidance evenings and Post 16 Opportunities Evening.
- Higher Education provision
- External providers: We have a Provider Access Policy (Baker Clause) which sets out the school's arrangement 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.

### **Approvals and Review**

This policy is reviewed every three years with appropriate staff and governors.

LGS/ML/DI  
2025