



Careers & Work Experience - KS4 Pupils

The Careers and Work Experience Programme organised at Hunters Hill School is an integral part of the Upper School Curriculum. We aim to identify areas that pupils are interested in pursuing as a possible career and try to facilitate relevant training opportunities. These might be at Hunters Hill, at Further Education Colleges or other Training Providers throughout the City of Birmingham.

It is important that all pupils are able to take advantage of the opportunities that are provided and that they develop the necessary work, social and inter-personal skills required to maintain a full time job in the future. We therefore encourage pupils to participate on Work Experience placements and on Independent Travel Programmes.

What is “Work Experience”?

Work Experience is the opportunity arranged for young people in Schools to experience, at first hand, but unpaid, the world of work. As part of a planned learning programme, it aims to help students:-

1. **Understand how an employing organisation functions**
2. **Learn work processes at first hand**
3. **Experience the social relationships at work**
4. **Appreciate the roles of trade unions and management**
5. **Discover the expectations that employees will have of fellow workers**
6. **Assess how they will adapt to working patterns and relationships outside School**
7. **Extend economic and industrial understanding**
8. **Gain the self-confidence needed in an adult world**
9. **Develop skills and knowledge for an adult world**
10. **Develop independent travel**

Pupils are not insured by the School against personal accidents whilst participating on Work Experience placements. However, the School is obliged to satisfy itself that appropriate Third Party/Employer and Public Liability insurance is held by organisations providing Work Experience.

What is the “Independent Travel Programme”?

In order to help increase self-confidence, as well as knowledge, we encourage all pupils to participate in the School's Independent Travel Programme. The Programme has 3 Phases:

- Phase 1 when independent travel is initially discussed and plans are drawn up regarding timetable, routes, cost and procedures.
- Phase 2 when trips are organised to and from a venue, and the pupil's confidence, ability, behaviour and safety is fully assessed.
- Phase 3 when several relevant journeys are planned and completed (with full support from a member of staff) and a progress review is undertaken.

Separate consent forms will be forwarded to parents/carers when pupils are due to begin any Careers, Work Experience or Independent Travel Programmes.