



Abertillery
Learning Community



CAREERS AND WORK-RELATED EXPERIENCES (CWRE) POLICY

Policy:	Careers and Work-Related Experiences (CWRE)
Age Range:	3-16
Type:	Non-Statutory
Sub Committee:	Learning and Provision
Governing Body Approval:	10 th December 2025
Review Date:	December 2026
Staff Lead:	Mrs Blackwell, Mrs Davies, Mrs Tudge, Mr Winship

Version Control

Version	Key Changes	Sub Committee Approval (Date)	Full GB Approval (Date)	Review Date
2.0	<ul style="list-style-type: none"> • Annual Review • Staff Lead • Careers Team 	3 rd December 2025	10 th December 2025	December 2026
1.0		21 st May 2024	15 th July 2024	May 2025

Review

Monitoring, Evaluation and Review

The Deputy Headteacher, will annually review this policy and make any further recommendations to the Governing Body.

The Governing Body will monitor the application of this policy and associated procedures in order to ensure its continued effectiveness and compliance.

Headteacher:



Chair of Governors:



Date: 10th December 2025

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Careers Team

Headteacher:	Mrs Jarvis
Head of KS4:	Mrs Evans
Deputy of KS4:	Mr Pope
Careers Advisor:	Ms Poulsom
CWRE Curriculum Co-ordinator:	Mrs Blackwell - Upper School Mrs Davies - Lower School

Vision Statement

Through our commitment to deliver high-quality Careers and Work Related Experiences at Abertillery Learning Community, all our learners will 'Realise their potential, Raise their Aspirations, and Secure their Futures.'

Aims

To support all learners to make progress, Abertillery Learning Community will embed CWRE throughout the full age range of 3 to 16. This policy aims to set out Abertillery Learning Community's provision of impartial and informed career guidance for our learners. This includes how learners, parents, teachers and employers can access information about our careers programme.

High-quality career guidance is important for our learners' futures, and our CWRE provision aims to:

- Help learners prepare for the workplace, by building self-development and career management skills
- Provide experience and a clear understanding of the working world
- Develop learners' awareness of the variety of education, training and career opportunities available to them
- Help learners to understand routes to careers that they're interested in, and to make informed choices about their next step in education or training by providing independent and impartial careers advice and guidance (internal and external sources)
- Promote a culture of high aspirations and equality of opportunity
- Develop the attitudes and values required for employability and lifelong learning
- Become entrepreneurial
- Be motivated and informed to face the challenges, choices and responsibilities of adult life

Statutory Requirements

Learning about CWRE is fundamental to developing skills for work and life. This helps learners to understand the relationship between their learning and the world of work.

A school's curriculum should enable learners to gain experiences related to work and careers, developing knowledge of the breadth of opportunities available to them throughout their lives. This learning can help them make informed decisions about their career pathways.

Effective CWRE is comprised of age and developmentally-appropriate career education embedded across the areas of learning and experience (AOLEs). It is supported by a wide range of relevant work-related learning experiences and environments. To help ensure that learners are engaged in CWRE, schools or settings should have regard to a range of factors such as learners' age, knowledge and additional learning needs.

Rationale

Young people need to be equipped to take their place in a rapidly changing world of work within the global economy. CWRE is about the relationships between young people, their learning and the world of work, enabling them to see the value of education, qualifications and skills. CWRE is part of the basic curriculum for all 3 to 16-year-olds. It is also part of the requirements of the Learning Core of Learning Pathways 14-19 and underpins Successful Futures.

Commitment

At Abertillery Learning Community we are committed to:

- ❖ Developing a carefully planned programme that engages learners and is appropriately differentiated for all our learners
- ❖ Ensuring that all learners have access to individual career advice and guidance on their choices and options Post-16
- ❖ Curriculum delivery that promotes equality of opportunity and inclusion
- ❖ Providing a broad and varied participation in enterprise and work-related experiences
- ❖ Developing firm links with local industries and businesses
- ❖ Establishing higher and further education links
- ❖ The use of the national framework and its associated guidance as a basis for our learning programmes
- ❖ Working with all stakeholders and partners; such as teachers, practitioners, governors, parents and carers, regional consortia, Blaenau Gwent Local Authority and Welsh Assembly Government.

Roles and Responsibilities

Careers Lead

The careers Senior Leader that has responsibility for CWRE at Abertillery Learning Community is Vikki Blackwell. As lead SLT will:

- Take responsibility for developing, running and reporting on the school's career programme
- Plan and manage career activities
- Support teachers to build career education and guidance into subjects across the curriculum
- Establish and develop links with employers, education and training providers, and career organisations
- Work closely with relevant staff, including our additional learning needs co-ordinator (ALNCO) and careers adviser, to identify the guidance needs of all of our pupils with special educational needs and/or disabilities (ALN) and put in place personalised support and transition plans
- Work with our school's designated teacher for looked-after children (CLA) and previously CLA to: Make sure they know which pupils are in care or are care leavers, understand their additional support needs, make sure that, for CLA, 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 governing board

Careers Advisor

At the forefront of our delivery are our professionally trained career advisers. 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 coordinate the range of services of the Careers Wales team for individual schools

The service offer that is provided by Careers Wales will focus on the short and long-term needs of learners with a focus on the:

- 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 Key Stage 4 will offer all learners support which will be differentiated to meet their individual needs. With pupils allocated to one of four categories of support thus ensuring that our resources are deployed in line with customer needs:

- Universal support for those young people who will self-help through our digital and social media platforms and attend 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

- Provide clear advice and guidance on which the school can base a strategic career plan which meets legal and contractual requirements
- Appoint a member of the governing board who will take a strategic interest in career education and encourage employer engagement
- Make sure independent career guidance is provided to all pupils throughout their secondary education (11 to 16-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 learners in years 7 to 11 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 careers 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 ALC

The Programme

Whole School Approach

CWRE will be delivered across the curriculum for learners to explore and understand the world of work in developmentally appropriate contexts. CWRE provides real-world learning and experiences that support learners in developing their skills and applying their knowledge and understanding within all Areas. In doing so, CWRE supports the design of a purposeful curriculum and opportunities for authentic learning which is vital to learners' increasing understanding of their career choices as they progress.

It will be the responsibility of the leads of each AOLE and progression step and teaching staff to plan in CWRE into their learning intentions. Guidance on how CWRE supports learning within each AOLE can be found on the HWB website (Hyperlinked below).

- [Expressive arts](#)
- [Health and well-being](#)
- [Humanities](#)
- [Languages, literacy and communication](#)
- [Mathematics and numeracy](#)
- [Science and technology](#)

Work-Related Experiences

Work experience opportunities support learners to develop future career aspirations. These will take many forms depending on the local labour market. Work-related experiences encompass a range of activities including employer visits, masterclasses and mentoring structured work as well as enterprise experiences, taster sessions and careers events.

At ALC Work Related Experiences will take place and include:

- ❖ Careers Fair (Y9-11)
- ❖ Experiences of the World of Work (Y10)
- ❖ Guest Speakers 3-16
- ❖ University/Apprenticeships Taster sessions

Long-term and sustained employer engagement has the potential to inspire and enhance learners' understanding of the world of work. Work-related experiences must be broad, varied and developmentally appropriate. Learners should develop an understanding that the world of work is more than just paid employment.

Staffing

All staff are expected to contribute to CWRE delivery through their roles as tutors, subject teachers and support staff. Specialist careers education sessions are delivered by form tutors in registration periods. The CWRE programme is planned, monitored and evaluated by the career coordinators and Heads of Key Stage and wider staff.

Professional learning

Schools and settings should ensure their staff engage in appropriate and relevant professional learning opportunities to help CWRE become effectively integrated into their curriculum. Practitioners are also encouraged to undertake training opportunities offered by employers and other organisations, to help them learn about the latest developments in the world of work. For example, they could explore resources that are available on [Hwb](#), as well as engage with [Careers Wales](#), regional consortia and learning modules available online. Courses are also available for those who wish to obtain a professional career-related qualification.

Assessing the impact on pupils

Our career programme is designed so pupils can give feedback, and their progress measured as they move through the Progression Steps. We measure and assess the impact of the programme's initiatives by:

- Learner Voice
- Surveys completed by learners, parents, teachers and employees
- Creation of portfolios
- Evaluations

Related Policies

CWRE links with and supports other policies including Teaching and Learning, Assessment, Recording and Reporting, Relationships and Sexual Education (RSE), Equal Opportunities, and Additional Learning Needs (ALN).

Monitoring, Review and Evaluation Procedure

The monitoring of the CWRE programme will be essential for effective evaluation.

(i) A monitoring and review will take place termly through CfW and annually involving careers lead and other staff.

(ii) The review will evaluate the programme in terms of agreed outcomes against set criteria. There will be a variety of methods used to review the provision of CWRE such as learner voice, staff voice, and SOL evaluation that are completed through the T&L team.

(iii) The evaluation will then set targets as appropriate for the following year and consideration for the SDP, if appropriate.

Careers Wales meets with Joanna Evans and Vikki Blackwell annually to agree on the "partnership agreement" and plan for the year and halfway through the year to review how Careers Wales contributes to CWRE in school. There will be an annual review meeting which will normally occur before the renewal of the partnership agreement meeting with Careers Wales.