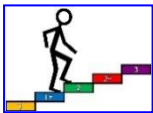


Careers and Work-Related Experiences (CWRE) Policy – Aran Hall School

Policy Section Number	7
Dated	June 2025
Reviewed	July 2026
Version Number	3
Next Review Date	July 2027
Related Policies and Guidance Documents	
Related Regulations	
Annexes and Supplementary Info	
Policy Owner	Llio Eiri/Eve Patten
DOCUMENT HISTORY	
Date	Revisions
June 2025	P1 1 Relationship with the school aims last sentence added; P2 5 Teaching and delivery last 3 sentences added; P3 6 Opportunities for Students last paragraph added. Appendix removed
July 2026	Reviewed – no changes



Careers Policy – Aran Hall School

CIAG – Careers Information, Advice and Guidance and WRE – Work Related Education

1. Relationship with the school aims

Aran Hall School aims to facilitate the learning needs of pupils on an individual basis: pupils' curriculum and daily routines (both in education and care) are bespoke. This means that we are able to provide specific CIAG (Careers Information, Advice and Guidance) and WRE (Work-Related Experiences) according to each pupil's needs and future plans.

In line with our Literacy and Numeracy aims (and policies), we aspire to enable every pupil to achieve certification or recognised qualification so that they can pursue the next steps and future plans they choose.

Additionally, we recognise the importance of preparing our pupils for the world of work and, therefore, provide suitable opportunities to enable them to engage with employment.

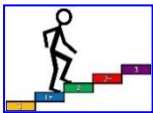
These two aims are tailored to fit each individual pupil so that they are appropriately supported and challenged to achieve recognition of their skills and progress.

2. Objectives of careers education

- To help pupils to understand and prepare for world of work
- To support positive transitions (from the school daily programme > college courses > transition from Aran Hall)
- To enable pupils to develop the research skills to find out about opportunities for further learning (through our links with Coleg Meirion-Dwyfor, local authorities and local employers)
- To help pupils to develop the skills, attitudes and qualities to make a successful transition into the world of work
- To encourage participation in continued learning, including college courses and apprenticeships
- To provide opportunities for pupils to learn skills of completing application forms, writing and updating CVs and contacting potential employers; for pupils to be able to practice life skills e.g. interview techniques, 'selling' yourself and creating a positive first impression.

3. Entitlement

All pupils are entitled to access careers information, advice and guidance. This is age and experience related: key stage three pupils (Phase One on our Curriculum Map) will receive CIAG and WRE according to discussions with local authorities and requirements discussed in EHCP/ IDP, LAC/ CLA and PEP meetings. As pupils move through the Achieve! programme and strive towards independence, often planning their next steps and transition from Aran Hall, opportunities for work experience will be planned.



During their time at Aran Hall, all pupils can expect:

- Support they need to apply to college (as relevant and appropriate)
- Access to up-to-date and unbiased information on future learning and training and careers information
- Support to develop key skills and explore employers' desired experience, qualifications and qualities
- The opportunity to relate what they learn in lessons to their life and future plans, and the opportunity to talk through their career and educational choices with staff including education staff and key workers
- Regular discussions with social workers, parents/carers etc. so that all investors are kept informed of progress, career planning and decision-making
- To be asked their views about future plans and career ideas and intentions
- Relevant opportunities to practise and refine the process of getting a job: searching > applying > selection process and interview > accepting.

4. Work Experience

We aspire for all pupils to take part in some form of work experience opportunity. In-line with our Achieve! programme and Curriculum Map, this will vary for pupils; we are able to provide and support work experience opportunities on-site (for example, in gardening and project work, in the school library, with the school's termly newsletter, setting up a business enterprise project, like the ice-cream café, and charity-based projects) and off-site (for example, with RSPB, in local cafes and garden centres). These opportunities can be one-offs or sustained placements and projects, according to pupils' needs and preferences.

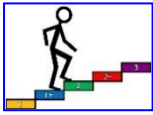
5. Teaching and delivery

Sessions will be taught individually for PSHE and much CIAG and WRE will be taught through PSHE and using on-line tools such as Careers Pilot. Other opportunities for small-group teaching will be available to pupils e.g. via English lessons for pupils preparing for Entry Level English and the Communication Task, 'World of Work'; via a specific scheme of work, 'My Future', which is delivered to pupils in groups according to age. There are also increasing opportunities for our pupils to complete work towards WJEC Entry Pathways units which develop work-related skills. These are formally recognised qualifications and the evidence of pupils meeting assessment criteria for these units is both internally and externally assessed. To date, such units have included: Preparation for Work; Dealing with Problems in Daily Life; Making the Most of Leisure Time; Food and Health; Food Preparation, Cooking and Serving; Introduction to Animal Care (generally available from Entry Level 2 – Level 1).

6. Opportunities for pupils

By the end of Year 9 (age 14), all pupils will have had the opportunity to:

- Be introduced to career resources to help them understand their preferences and the options open to them (e.g. open discussions, use of Careers Pilot)
- Ask questions about and start thinking about career possibilities within the world of work
- Contribute to discussions and give personal views about career and future options in EHCP/ IDP, LAC/CLA and PEP meetings
- Discuss curriculum options for development e.g. what qualifications he might need for a particular career and how that might be achievable



By the end of key stage 4 (age 16), all pupils will have had the opportunity to:

- Participate in the 'My Future' scheme of work
- Develop career management skills, including writing a CV
- Complete an application for a job and be interviewed by someone from the world of work (a mock interview)
- Discuss different Post-16 pathways
- Apply to college and attend taster sessions at Coleg Meirion-Dwyfor (as relevant and appropriate)
- Use a range of sources of information (with support, as required) to explore Post-16 options

- Continue to develop the skills needed for a successful transition
- Participate in some form of work experience (see above).

We are particularly proud of the Record of Achievement document that each pupil leaves our school with: these folders formally present evidence (in the form of certificates, photographs and examples of work) of all the skills and experiences the pupil has participated in and achieved throughout their Aran Hall journey.

7. Equal opportunities

Every pupil benefits from their tailor-made curriculum: to accommodate pupils' special educational needs, individuals' curriculums are shaped and planned appropriately. As stated in the department's aims and objectives, Aran Hall School seeks to equip all pupils with basic literacy and numeracy skills (and further qualifications, as appropriate) and to support each individual's progress and development.