

KAIKORAI VALLEY COLLEGE



FUTURE PLANNING FOR STUDENTS PROCEDURE

OBJECTIVES

1. To provide high quality, school wide, career education and guidance to enable students to successfully transition to further education, training or work, with particular emphasis on individual career guidance for those students who have been identified by the school as being at risk of leaving school unprepared.
2. To provide opportunities for students and their parents/caregivers to make informed choices about course selection and to gain an understanding of Vocational Pathways and the implications of both of these on future pathways.
3. To encourage parents to take a full part in supporting their sons/daughters in preparation for their future.
4. To provide opportunities for each student to experience the tertiary education environment and the world of work where appropriate.
5. To develop students' skills and career management competencies to enhance their successful, transition to employment and further training opportunities.
6. To use data about work, training, further education, destinations and outlooks to inform the design and delivery of careers information for students.

GUIDELINES

1. At risk students are identified by any of the Guidance Network staff, SMT, LSC and whanau teachers and are referred to Careers staff for assistance.
2. Access to a range of experiences and information about future courses and careers is made available to all students and parents.
3. Career content is an integrated part of subject delivery and is regularly reviewed.
4. Opportunities are provided for students and parents to be involved in consultation with the Careers Advisor, Dean and DPs about all future planning issues.
5. Students are encouraged to participate in suitable programmes provided by school or outside agencies to enhance their understanding of career options.
6. Cumulative tracking forms are used to build up a profile of students' interests, activities and intentions for the future.
7. Gateway, Otago Secondary Tertiary College (OSTC), Secondary Tertiary Alignment Resource (STAR), Redshirts and Blueshirts programmes and work experience are available to students as part of their career exploration and decision-making.
8. Positive relationships are fostered with local business personnel.
9. All staff are encouraged to participate in relevant professional development.

Date of Confirmation by the Board of Trustees	
Changed to a procedure	27 April 2016
Reviewed	24 February 2020

--	--