

PATHWAYS POLICY

Preamble

A career is the sum total of paid and unpaid work, learning and life roles you undertake throughout your life.

Rapid changes to learning and work in today's world make it essential that young people take a more active role in their pathway/career development. Career development is most effective when it is seen as an essential part of the educational experience a school or organisation provides for its young people.

Career development programs have several components, for example: career education programs; career counseling; information and resource management; pathways planning; mentoring; work experience programs; careers advice and guidance services.

The preparation of young Victorians for the diverse pathway choices they face in senior secondary qualifications and for their future success in education, training and employment, is a significant responsibility of all schools and training providers.

An effective Pathways program will comprise:

- Career education based on the Victorian Careers Curriculum Framework embedded in the curriculum from Prep to Year 12.
- A process for all students from Prep to Year 12 to develop and review Career Action Plans.
- Additional support for students at risk of disengaging or not making a successful transition to further education, training or secure employment.
- Programs to assist parents to develop the confidence and skills to support their young people through career conversations.

Rationale

Career education in schools is becoming increasingly important. Every student must have the knowledge, capabilities and attributes they need to thrive in life and over a range of careers. Our students must have the skills industry needs, and employers expect. Career education must connect today's learning with tomorrow's jobs. It must empower young people to seize the opportunities of a rapidly changing, globalised world, and be ready to work in Victoria's growing and high-demand industries.

We want to ensure students are confident, capable and can successfully manage their careers by:

- understanding their interests, strengths and aspirations
- exploring how jobs and careers are changing, what work looks and feels like, and the range of opportunities available to them
- deciding the subjects and qualifications that suit them best and reflect industry needs, to take them beyond school to TAFE, university or meaningful employment.

Guiding Principles

At Mount Ridley P-12 College we aim to develop in all students:

- An understanding of their interests, skills and values, and the language to describe these.

- The skills, experience and confidence to be able to:
 - set goals
 - develop plans to meet those goals
 - put those plans into action
 - reflect on their progress and modify their plans as needed
- An understanding and appreciation of the role education plays in developing their career across their lifetime.

Implementation

- The Mentor program at Mount Ridley P - 12 College will have components of the Victorian Careers Curriculum Framework (VCCF) embedded within them and staff will deliver these programs on a regular basis from Years 7-12.
- Students in P-6 will also have regular, integrated Careers related activities throughout the year such as Careers Days.
- All students in the College have access to one Leading Teacher and two full time Pathways Counsellors (ES staff members). Students and parents are able to book appointments to discuss careers matters pertaining to their child.
- The College has a well-resourced and staffed Student Pathways office which is available to all students. Students are encouraged to use this space across recess and lunch breaks and should students require further time then an appointment can be made with one of the staff.
- All students, staff and parents of the College have access to Compass which acts as a source of current, accurate and up to date information related to Pathways related events.
- All students, staff and parents have access to a specific Careers website located at www.mountridleycareers.com to obtain up to date Pathways and Careers information
- All students from Years 7-12 will complete a Career Action Plan (CAP) as part of their Pathways planning at the College.
- Students will take part in aptitude tests as required such as the Morrisby test.
- All students in Years 9 and above will participate in Managed Individual Pathways (MIPs) interviews as a means and measure to ensure accuracy in their Career Action Plan (CAP).
- All students at Mount Ridley P - 12 College are encouraged to aspire to a pathway that will ensure they are engaged in either further training, further study at TAFE and/or university or employment.
- Students in Years 9 and above will attend the Subject Supermarket and compulsory and optional Careers/Pathways excursions to further explore Pathways options.
- Students in Years 9-11 will attend an information evening in relation to their chosen pathway for Years 10-12. Information in relation to VET and VCE pathways will be provided to them to ensure they are able to make sound and fully informed choices about their senior schooling at Mount Ridley P - 12 College.
- All students in Years 9 and 10 will have individual course counselling sessions with their mentor teacher to ascertain pathways.
- A Senior School handbook will assist students to accurately choose a pathway that best suits their needs, learning style and ability to succeed.
- Mount Ridley P - 12 College will develop partnerships with a variety of external organisations; such as NCAT, iVET, William Angliss, Kangan, Victoria University, Melbourne Polytechnic, Saville, Collarts, ONTTC, Headstart and other similar

organisations, in order to provide students with the opportunity to participate in a wide range of VET delivered to secondary school students.

- Mount Ridley P - 12 College will continue to augment partnerships with universities such as RMIT to attend Pathways related excursions for students in Year 9.
- Students in Years 7-12 will participate in onsite and offsite activities run by Latrobe University in relation to their Career planning.
- Students deemed to be 'at risk' will be provided with one on one intensive assistance to re-engage in school and their learning (this may be achieved through a variety of means; for example, the "Transition to Work" program, "Next Step" or "Reconnect" - all with a flexible timetable, Work Experience options for age appropriate students, regular pathways meeting and or referrals).
- Senior School students are monitored very closely, via a case management model, to ensure they remain connected with school, are engaged in meaningful learning and have clearly identified pathways available beyond the College.
- In Year 11, following Semester 1 results, students wishing to discuss their program will be able to do so with a Pathways Counsellor.
- In Year 12, students wishing to apply to university or TAFE will do so at the College using the VTAC system, where applicable. A VTAC information session will be delivered to all Year 12 students to explain the process and how parents can best support their child.
- In Year 12, a Change of Preference period will be made available to students once the ATAR results have been released. In order to best support students to make accurate and informed choices, each student not meeting minimum requirements for their preferred course will be directly contacted and counselled accordingly.
- Assistance with writing direct applications will be provided to all students looking at TAFE programs upon the completion of their senior schooling.
- Assistance with resume writing, the writing of cover letters, assistance in performing at group interviews and preparing for an interview are all offerings made available to students at Mount Ridley P - 12 College at key points in their career journey.

Evaluation

As part of the College review cycle this policy will be reviewed every three years or when changes are made to DET guidelines.

Date Ratified: May 2022

Date of next review: 2025