1.0 PURPOSE OF POLICY

1.1 To break down barriers between school and work.
1.2 To provide students with knowledge of a variety of employment areas.
1.3 To give students an appreciation of the function of the nature of work.
1.4 To help students gain a knowledge of themselves thereby enabling them to make a realistic assessment of their abilities.
1.5 To skill students in the presentation of themselves thus providing advantage in the competitive atmosphere of employment.
1.6 To encourage students to develop aspirations for their future.
1.7 To equip students to cope with change.

2.0 PRINCIPLES

Work Education at Timboon P-12 should:

2.1.1 Increase awareness of occupations, industry and the workplace.
2.1.2 Foster the growth of self esteem and confidence.
2.1.3 Develop student ability to collect and critically evaluate information.
2.1.4 Improve decision making skills in relation to career opportunities.
2.1.5 Demonstrate the relationship between skills, knowledge and competencies acquired at school and those used in the workplace.
2.1.6 Cater to the individual;
2.1.7 Ensure that appropriate resources are accessible to student, parents and teachers;
2.1.8 Be coordinated by a qualified teacher, provided with appropriate time, resources and space.
2.2 Be integrated throughout the curriculum where possible or appropriate.

3.0 HOW THIS POLICY WILL BE PUT INTO PRACTICE

3.1 Students will undertake appropriate education in building self esteem, confidence and decision making skills.
3.2 Work Education Resources will be established and maintained by the coordinating teacher with information on online resources being available. It will be readily accessible to all students.
3.3 Regular features in the School Newsletter will provide broader community information regarding Career Choices.
3.4 A planned, sequential work education program will be provided for students where appropriate.
3.5 Activities will be aimed at a range of abilities, interests, skill levels and learning styles. They will include work experience, information gathering, practical exercises and decision making.
3.6 Counselling will be available to individuals by a qualified teacher. This will be relevant to subject and course choice and to preparation for work.