

## OKAIHAU COLLEGE POLICY: Careers Services

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### PURPOSE:

To develop students awareness and assist them to explore opportunities in order to make life and career enhancing decisions.

### POLICY:

1. For the progressive development of a student's "Career Pathway", access is required to:
  - \* Curriculum Programmes
  - \* Career information and programmes
  - \* Informed Option Choices
  - \* Guidance
  - \* Taster Courses
  - \* Work Experience / Job Placement – through Gateway (Years 11 – 13)
  - \* Tertiary institutions and liaison people
  - \* Counselling
  - \* Record of Achievement – Internet based (Years 11 – 13)
  - \* NZQA Framework
  - \* The Internet
  
2. Whanau will be involved in the progressive development of a student's "Career Pathway" where possible.

### PROCEDURES:

1. Career information packages will be integrated into the Superstudies and Independent Living programme from Year 7 to Year 12.
2. All students will be provided with needs based career services.
3. Up to date career information and resources will be readily accessible in the Guidance Suite.
4. All senior students (Years 10 - 13) will be offered counselling by the Careers Adviser, Guidance Counsellor or Gateway Co-ordinator for option choices. Parents and caregivers are invited to participate in the counselling process.
5. Students will be given the opportunity to visit Tertiary Institutions and receive information about courses available.
6. All students will have access to trained people providing quality guidance and counselling.
7. A balanced and comprehensive range of taster courses and other Career related EOTC activities will be provided from Year 9 to Year 13.
8. A needs based student work placement programme will be provided for students from Years 11 to 13.
9. Students from Year 10 to 13 will be provided with access to relevant tertiary liaison people.
10. Parents have access to NZQA framework information, KAMAR and the Okaihou College websites.