Work Related Skills Senior
HOLIDAY HOMEWORK
2017

Teacher/Subject Coordinator
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Introduction to the subject

Unit 1
The purpose of this unit is to provide a focus for complex development of appropriate skills and knowledge in order to provide the necessary OHS preparation for the workplace.

Content
The Work Related Skills units have been developed to recognise learning that is valued within a community and work environments as preparation for employment. Locally developed programs that use different social and work contexts to develop interests and employability skills can be selected for inclusion in the WRS units.

Unit 2
This unit provides a focus for more complex development of work-related and vocational skills in a workplace context or appropriate simulation. The overall aims of the unit include:

- Integrating learning of increasing complexity of work-related skills with prior knowledge and experiences about work
- Further enhancing the development of employability skills through increasingly complex work-related activity
- Developing increasingly complex critical-thinking skills that apply to problem-solving situations in the work context
- Developing planning and organisational skills that incorporate evaluation and review
- Applying increasingly complex transferable skills to work-related contexts

File name: Work Experience letter

**Structured Workplace Learning dates 2017 – Monday 24\textsuperscript{th} – Friday 28\textsuperscript{th} July**

Dear Parent/s/ Guardian/s

As part of Work-Related Skills your son/daughter will be required to undertake a **compulsory** 35-hour work placement or equivalent.

The work placement is an important component of the study design and to ensure the best possible result for students, we are asking all parents for support in securing a placement for their son/ daughter.

Work and work environments are constantly changing and subjects such as WRS, aim to ensure students develop skills to meet these changes. Unfortunately the availability of work placements has also changed over the past few years. This is due to the increasing number of university and TAFE courses, which also require their students to complete a work placement. As a result, many work places that have previously offered places to high school students are choosing to offer places only to post secondary students.

Work placements allow students to develop abilities for successful participation in today's world of work and the development of important work-related skills.

There are number of benefits not only for students but also for parents which have been identified by the Department of Education. These are as follows;

**Benefits for students:**
- improve understanding of the work environment and employers' expectations
- provide an opportunity to explore possible career options
- increase self understanding, maturity, independence and self confidence, especially in the workplace
- increase motivation to continue study and/or undertake further training
- increase understanding of the relevance of the school curriculum in relation to preparing young people for work
- increase understanding of recruitment practices in the workplace
- enhance opportunities for part-time and casual employment
- provide the opportunity to include the employer’s evaluation in job and course applications
- provide the opportunity to develop work-related competencies

**Benefits for parents:**
- provide the opportunity to discuss with their child the topic of work, including their own previous and current experiences in the workplace
- provide networking opportunities for their child when they commence organising their placement
• provide the opportunity to positively contribute to their child’s secondary education
• enable a positive source of interactions to occur between parent and school staff
• provide the opportunity for families to be involved in discussions relating to flexible pathways for their child so that they are able to choose from a range of post compulsory education and training options as part of their transition from compulsory schooling to the workforce.

The work placement is planned to take place during the week of **Monday 24 – Friday 28th May**. However other acceptable equivalents can include accumulated hours throughout Semester 1 on school free days; community work; or part-time paid employment.

Please also find enclosed the official work placement form. To ensure the process of securing work placements proceeds as quickly as possible, we would appreciate your support in completing the parental/guardian agreement and consent section. The completed form should be returned to me as soon as it is possible.

I look forward to hearing from you about how you are able to support your son/daughter in securing a work placement and can be contacted on either 0417 374 011 or email: *belinda@authoray.com.au*

Please also feel free to contact me at any time should you have questions, concerns or feedback regarding your son/daughter and WRS

With best wishes,

Belinda Alexandrovics Industry and Enterprise (Unit 3 and 4)

**Due date** Discussion on Work Experience at the commencement of term 1.