

Career Ready Programs – Application for Year 9 JET Planning

Shailer Park State High School is a progressive campus whose big plans and bold ambitions have seen it become one of the most successful independent public high schools. With excellent teaching and training practices, high expectations and a supportive, nurturing educational community, students are continuously guided throughout their personal pathway to success. A tradition of excellence has been created and maintained through our vocational pathways that aim to prepare students and assist them to be 'ready' for a career. These pathways include the Trade Ready, Tech Ready, Health Ready, Event Ready and iCreate Ready Programs. These Programs further challenge and extend students with exceptional vocational abilities and strengthen their love of learning in a specific field, developing Resilient, Reflective, Resourceful and Relational learners.

Our Vocational Career Ready Programs offer personalised learning approaches to reflect your student's needs, in conjunction with strong industry and institutional partnerships. Students will be equipped to succeed.

We welcome you to explore our Vocational Career Ready Programs where big plans are made together and bold ambitions are goals to be realised.

Dorothea Jensen
Principal



The **Values** underpinning the learning of the Career Ready Programs are:



Each Career Ready Program is managed and supported by **key stakeholders and teams**, who provide opportunities and guidance for all students. These people are:

- Deputy Principal – Senior Schooling
- Head of Vocational Education
- Industry Liaison Officer (ILO)
- Career Ready Mentors
- Teaching and Training Staff
- Industry Partners
- Previous Students
- Parents, and Parents and Citizens Association
- Community Partners

Career Ready Programs at Shailer Park State High have been carefully created to reflect the needs of industry and employers in South East Queensland. The growth areas continue to be building & construction, technology, the health sector and hospitality.

The benefits of being in a "Ready" program include:

- Meetings with our Industry Liaison Officer
- Industry placement/work experience opportunities
- Personalized pathways mentor
- Mathematics and English tutoring
- Opportunity for a school based traineeship/apprenticeship in Year 11 & 12
- Pathways into TAFE which can lead to bridging courses into university or employment

Enrolment and Support

The Vocational Pathways Team will connect with students in the following activities to support and develop their engagement in the “*Career Ready Programs*”:

1) Application

Students will need to complete the written application included in this document and bring to their JET/Set planning interview along with the subject selection form.

2) Shortlisting and Interviews

Interviews will be conducted during the JET/SET planning meeting. Second & third choice programs must be selected at that time for students who are not successful in gaining entry into their first “*Career Ready Program*” choice.

Applicants will be shortlisted based on their written application and supporting documentation such as:

- Academic report cards, NAPLAN reports and other test data. Results in effort and behaviour are highly regarded and valued by the Career Ready Program Team.
- Relevant certificates and achievements.
- Endorsement by a current teacher.
- Other relevant experience.

Successful applicants will be notified before the end of the year.

Should students not be successful, they will receive their second or subsequent choice of program.

3) Payment of Fees

Some of the *Career Ready Programs* attract a fee in the final two years (Years 11 and 12) of the course. These are listed in the Senior Student Handbook (located on our school website). Students with outstanding fees by the end of term 1 will be withdrawn from the *Career Ready Program*. For cases of financial hardship please direct all inquiries to the Shailer Park State High School Business Manager.

4) Support for Students

Each *Career Ready Program* will be supported by a Mentor who will monitor student engagement in the program. Effort, behaviour, achievement and attendance data will be monitored, and must be at a satisfactory or above for students to continue in the program. Students are expected to follow the School Code of Conduct that focuses on Resilient, Reflective, Resourceful and Relational learners. Students who do not fulfil their obligations under the Code will be considered for withdrawal from the *Career Ready Program* and will forfeit all payments to date. Students who are not adhering to the Code may also be withdrawn from any Traineeships, School Based Apprenticeships or Structured Work Placement, at the discretion of the Head of Vocational Education and the Industry Liaison Officer.

5) Process for Withdrawal of a Student from a Career Ready Program

Students will be provided with support and mentoring to maximise their opportunities for success. If issues arise, there will be clear and timely communication with the student and families, with strategies developed for addressing any issues that are impacting meaningful engagement in the program. The steps enacted by the Head of Vocational Education, the ILO and the Career Ready Mentors and possible actions are listed below and reflect the intentions of the School’s Behaviour Development Plan for Students.

LEVEL 1 - Monitoring

Behaviours include:

- Breach of Code/WH&S issue
- Not passing subjects or on track for certificate courses.
- Unsatisfactory rate of attendance at school/class.
- Non-payment of fees.
- Breach of any other policies e.g. Dress Code.

Actions

- Warning: Student/Family to provide a response to warning.
- Conversation between program mentor, HOD Vocational Education and family.
- UPLIFT Monday afternoon
- Withdrawal from activities, work placement opportunities etc.

LEVEL 2 – Show Cause

If the breach of the relevant Code or School Policies continues:

Actions

- Show-Cause Letter (Stage 1 Cancellation) issued during meeting with Senior Schooling Deputy Principal.
- Student-developed action plan
- Review of application and eligibility.
- Other actions as per Level 1

LEVEL 3 - Cancellation

If no response or no improvement after Level 2

Actions

- Notice of Cancellation of Enrolment
- Contact with family to issue notice and arrange a meeting time.
- Family meeting with Head of Vocational Education and Senior Deputy.
- Support from Youth Support Coordinator (YSC) and Transition Pathways Officer (TPO) to find alternative education pathway or fulltime employment.

Career Ready Program Application Form – Year 9 JET PLANNING

Required at JET planning – must be attached to Subject Selection form to be considered.

<i>Student name</i>		<i>Date of Birth</i>	
<i>Parent/Guardian name</i>			
<i>Email</i>		<i>Phone</i>	

Personal Statement by student

My Career Ready first preference is	
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1. In your own words, please explain why you would like to enrol in this **Career Ready Program**:

2. Outline why you would be suitable for the **Career Ready Program**:

3. What do you bring (skills/aptitude/previous knowledge etc.) to the **Career Ready Program**?

4. Provide any extra information you believe will assist you in gaining entry into the **Career Ready Program**:

Provide information regarding any connections you may have (family/friends) with an employer who may be interested in hosting you for work experience (leave blank if unknown):

<i>Contact Name:</i>		<i>Company:</i>	
<i>Phone:</i>		<i>Email:</i>	

Endorsement by current Teacher:

This student is currently enrolled in my _____ class. I support their application to enrol in their chosen **Career Ready Program**.

Teacher Name and Signature: _____ Date: _____

Support by Parent/Guardian:

As Parent/Guardian of _____, I support their application to enrol in the _____ **Career Ready Program** and understand the enrolment expectation associated.

Parent/Guardian name and Signature: _____ Date: _____

NOTE: attach any extra information indicating past effort/ behaviour, suitability for the chosen program and/or any further recommendations.