

Business Plan 2015 - 2017

**Board of Studies Teaching and Educational Standards (BOSTES) NSW - Endorsed Approved Provider:
'Work Readiness: Preparing Students for Structured Workplace Learning'. Course Number: CO6057**

Vision

"Young people will have access to relevant high quality career support to develop their capacity for education, training and employment futures through structured workplace learning, school based traineeships, careers and transitions, links to learning and other relevant activities".

Mission

"To:

- Coordinate relevant Structured Workplace Learning (SWL) for all students in Service Regions 19, 20, 21 and 22
 - Identify and respond to existing and emerging work placement opportunities and pathway opportunities post-school
 - Develop positive liaisons between local business and schools through School Based Apprenticeships and Traineeships (SBATs), thereby improving community awareness of the skill needs of local and regional businesses
 - Expand the options provided by pathways and partnerships with industry and the community including employers, employer groups and cross sector education authorities
 - Promote and market SWL and SBATs within WSC's Service Regions
 - Support initiatives which involve the development of skills, knowledge and attitudes to support students' re-engagement with education in a safe, challenging and supportive learning environment
 - Increase effective employer participation in the WPSP'S vocational education programs and activities".
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Commitment to Quality

- WSC is committed to quality through a shared and common purpose to continually improve service provision in all areas of responsibility.

Goals	Key Result Area	Core Elements	Major Strategies	Performance Measures
<p>1. To demonstrate Western Student Connections' capacity to plan for and provide quality service delivery across all of its operations</p> <p>2. To demonstrate the ability to identify the needs of diverse clients and implement appropriate strategies in cooperation with schools, employers and industry</p>	Strong Governance	Board of Directors	Seek membership of Board	Board elected
	Structured Work placement	<p>Recruitment of new employers</p> <p>Work placement is a mandatory component of industry-based vocational education and training (VET) courses that students can choose as part of their studies for the NSW Higher School Certificate</p>	<p>Work placement is a planned opportunity in a quality host workplace that enables senior school students studying particular industry-based courses to practise and develop their industry competencies and their employability skills in a vibrant real work context</p>	<p>Annual review of SWL provision</p> <p>Feedback forms completed by employers, parents and students</p>
	Work Readiness		Work with schools and industry to identify new and emerging local employers	Employer database kept up-to-date
	Coordination / management / monitoring	Industry Network meetings	<p>Implement professional development opportunities for teachers to keep up-to-date with work readiness requirements for students</p> <p>Provide quality products and services e.g. go2 Workplacement</p>	<p>Pathways Support Data Package updated and used</p> <p>Work Readiness workshops conducted across all Regions</p>
		Employer database	Validate delivery strategies to meet the needs of clients	Workplace Ready Certificate implemented in schools
		Client satisfaction	Appropriate liaison with schools and TAFE to provide appropriate quality advice re. a range of pathways	Traineeship applications approved - DEEWR milestones attained
	Indigenous Youth Career Pathways (IYCP)	Successful student outcomes	Provide support and assist Aboriginal students in Years 10-12 to stay at school and undertake SBTS to transition into further education, training and/or employment	Active case management, school based Aspiration Building activities, mentoring, supporting and engaging employers, working with Employment Service Providers and training providers
	School Based Traineeships (SBTS)	Workplace Ready Certificate		
		Traineeships	Develop processes to ensure completion of quality school based part-time traineeship applications	
		Focuses on the development of skills, knowledge and attitudes to support students' re-engagement with education in a safe, challenging and supportive learning environment.	Students in Years 7 to 11 who are identified as at risk of disengaging from their learning and/or at risk of leaving school early. Projects are run collaboratively with Department of Education and Communities secondary and central schools to actively strengthen retention and transition strategies in schools.	Castlereagh, Far West and North West projects implemented and maintained – staff employed, Service Delivery Plan approved by Local Advisory Group
	Links to Learning (L2L)		Students in Year 6 who are identified as at risk of disengaging or are disengaged from their learning, with a focus on transition from Yr 6 - 7	

Goals	Key Result Area	Core Elements	Major Strategies	Performance Measures
<p>3. To be committed to access and equity principles and processes in all operations</p>	<p>Equity and social justice</p> <p>Indigenous Youth Career Pathways</p> <p>Links to Learning</p>	<p>Aboriginal students</p> <p>Students with special needs</p> <p>'At risk' students</p> <p>'Gap' Year students</p> <p>Other disadvantaged students</p>	<p>Ensure that SWL offerings are sensitive to Aboriginal, special needs students and others</p> <p>Assist students to develop the skills necessary for their retention at school and transition from school to work with appropriate SWL placements, SBTs and L2L strategies</p> <p>WSC to work cooperatively with all stakeholders to maximise opportunities for equity groups within the region</p> <p>Ensure WSC meets regulatory requirements relating to access and equity</p>	<p>Improved SWL/SBTs rates and completion rates for Aboriginal, special needs, other disadvantaged and 'at risk' students</p> <p>School Based traineeships for Aboriginal students implemented</p> <p>L2L students re-engaged</p> <p>All regulatory requirements met</p>
<p>4. To demonstrate a focus on quality and consistency in the development and provision of services, products and operations</p>	<p>Strong business acumen</p> <p>Marketing of SWL and IYCP</p> <p>Tender (RFT) applications</p>	<p>Business performance</p> <p>Quality outcomes</p> <p>Website</p> <p>Tenders</p>	<p>Implement strategies for improvement opportunities identified in financial audits</p> <p>Encourage ongoing improvement of products, processes and services</p> <p>Continue the development of an integrated and balanced approach to strategic planning across all business areas and seek new tenders</p> <p>Continue commitment to business and operational planning</p> <p>Improve records management systems</p> <p>Develop effective strategies in coordination, communication and allocation of resources to provide the necessary infrastructure to support:</p> <ul style="list-style-type: none"> • Workplacement service delivery in Regions 19 - 22 • L2L in Castlereagh, North West and Far West • IYCP in schools across Western NSW 	<p>Financial audits completed</p> <p>SWL Information folders for employers, parents / students updated</p> <p>Appropriate marketing implemented for SWL, SBTs and IYCP</p> <p>Implementation and evaluation of management plan</p> <p>Records management procedures put in place</p> <p>Staff employed in Dubbo, Bathurst and Broken Hill as appropriate for each program/tender</p> <p>Website kept up to date</p> <p>Tenders sought and submitted to appropriate Governments</p>