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**Post 16 Induction**

The objectives of this policy are to:

* Ease the transition of all students into Everton Football College
* Support & encourage students to achieve their full potential
* Offer impartial information, advice & guidance
* Make students aware of the necessary policies and procedures needed to ensure the safety, welfare and learning of all students
* Ensure students understand the vision, ethos and values of Everton Football College

**Induction programme to include:**

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| **Taster Day / Pre-season Training** | All prospective and enrolled Year 12 students are able to attend pre-season training and an IAG session to ensure students are making an informed choice about their future with Everton Football College. |
| **September Day Induction** | Year 12 Students to undertake a 1-day induction programme which should include the following:   * Code of conduct * Consent forms * Kit * Bursary guidance * Course guidance |
| **Format of the day / Timetable** | Study periods Theory sessions Practical sessions GCSE Maths / English Additional qualifications Expectations during “free study periods” Timings of the day – core day 8.30 until 4pm or 5pm depending on the activities taking place. |
| **Work Experience / Coaching** | Expectations of students to undertake work related learning whether volunteer work throughout the year or as a block towards the end of Year 12. |
| **Enrichment** | Information about enrichment opportunities, for example; sports teams / activities, work experience, study skills, UCAS applications, work opportunities, projects, DofE. |
| **SEN / Study Skills Support** | Time should be set aside during induction to complete study skills worksheets and identify additional support needs for individuals/groups.  Any baseline testing to be completed at this time including identifying learning styles of all students and literacy / numeracy levels. |
| **Qualification checks /**  **Target Grades** | All qualifications need to be checked with individual students and target grades set for main qualification |

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| **IAG** | All students should be aware of opportunities available to them in order to enhance their skills, employment prospects and university applications.  Induction should also give students the opportunity to ensure they have made the right decision about studying with Everton Football College and provide alternative pathways/guidance for those who feel they have made the wrong decision. |
| **Monitor & Report** | Students to be made aware that Everton Football College encourage parental involvement in a student’s education. This will involve reporting home any concerns or positive behaviours we may have regarding individual students. Twice yearly reports about progress will be sent home and parents/carers will be encouraged to attend an informal parents evening to discuss progress.  Students to be aware that progress will be monitored throughout the year by tutors, heads of department and management. |
| **Subject Specific Inductions** | To include subject specific taster theory and practical sessions/get to know you sessions and any specific administration needed. |