

Employer engagement: checklist for schools

| Continuing professional development | Yes/ No | Evidence/Comment |
|---|------------|------------------|
| Are all staff aware of the potential benefits to the school and students from improved employer engagement? | | |
| Have all staff received training in making and sustaining links with employers and community partners? | | |
| Are all departments expected to play a part in CWW and to become involved with employers? | | |
| Are quality control mechanisms in place to ensure that staff build CWW awareness and employer involvement into their planning processes? | | |
| Have professional development placements been used as a vehicle for updating staff on vocational areas and building links with employers? | | |
| Are key staff given time to maintain good links with employers? | | |
| Next steps | | |

| Curriculum | Yes/ No | Evidence/Comment |
|--|------------|------------------|
| Is there a manager with overall responsibility for CWW to ensure a coordinated approach? | | |
| Are there opportunities for employer engagement with students through specific planned events? | | |
| Are employers involved in developing the CWW programme? | | |
| Are staff encouraged to develop innovative, relevant curriculum materials with employers? | | |
| Are staff who visit employers during work placements, well-briefed and encouraged to develop curriculum links? | | |
| Does the school have a range of activities in which employers can take an active role and which vary in the level of time commitment expected? | | |
| Do managers make sure that such links and projects are sustainable? | | |
| Are there mechanisms for employers to express their views on projects? | | |
| Are opportunities taken to celebrate successful CWW projects involving employers? | | |
| Next steps | | |

| Whole school | Yes/ No | Evidence/Comment |
|---|------------|------------------|
| Do the headteacher and the leadership team make public commitments to employer engagement? | | |
| Are employers represented on the governing body and its committees? | | |
| Is CWW included in the school development plan? | | |
| Does the school brochure feature and encourage links with employers? | | |
| Does the school website highlight work with employers and encourage more employers to support the school? | | |
| Has the school found effective ways of working with employers through the governors, parents, staff, ex-pupils and suppliers? | | |
| Has someone been assigned to develop and sustain links with employers and the community? | | |
| Are employers routinely invited to participate in school events and celebrations? | | |
| Does the school promote long-term partnerships with particular employers based on mutual benefit? | | |
| Does the school provide access to its facilities for local employers? | | |
| Next steps | | |