



Options & Careers Information Book 2023-24

(for use with the Picture Options sheet)

(Up-dated Sept 2023)



This Options & Careers Advice Information Book has been designed to provide information on some of the main opportunities open to students during and after their time at Victoria School, along with other information to support positive life experiences.

The Options & Careers Advice service is an impartial sign-posting service only, and therefore students and their parents/carers will be advised on a range of suitable options to check out.

You are advised to **check out these options at least 2+ years before the last school year (usually year 14)**, by arranging to visit and look around them.

You are also strongly advised to **have back-up options in case your 'Plan A' option is no longer available.**

[Accessing the Options & Careers service 2023-24](#)

All chats/interviews will be via face-to-face meetings or Zoom 

**Please email Sue- Options & Careers Adviser on:
SThorns@victoria.poole.sch.uk to set up an appointment.
(Mondays, Wednesdays & Thursdays – term-time)**

N.B. The information in this pack may have changed since it was written. Therefore the Options & Careers Adviser is not responsible for these changes, or any issues/consequences that arise from using this information.

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A- School Leaving Age (England):

"You can leave school on the last Friday in June if you'll be 16 by the end of the summer holidays.

You must then do one of the following until you're 18:

- stay in full-time education, for example at a college
- start an apprenticeship or traineeship
- spend 20 hours or more a week working or volunteering, while in part-time education or training:

(<https://www.gov.uk/know-when-you-can-leave-school> 11.5.2023)

B- Options & Careers Advice Service

-Options & Careers Education, Information, Advice and Guidance (CEIAG) is delivered at Victoria School under its legal duties (for students from Year 7 upwards):

- Statutory Guidance for schools (January 2023)
- The Education (Careers Guidance in Schools) Act 2022
- The Skills and Post-16 Education Act (2022)
- Education Act 1997(Section 45A).
- Technical and Further Education Skills Act (2018)
- Careers Guidance in Schools Regulations (2013)
- Education Act (2011)

And under the Gatsby Benchmarks:

'Good career guidance ensures that all young people, whatever their needs, background or ambitions, know the options open to them and can make the informed choices needed to fulfil their potential. This is particularly important for the more than one million young people in England recognised as having SEND. Far too often, these young people can be held back by negative stereotypes and assumptions about their limitations.'

The eight Gatsby benchmarks of Good Career Guidance

1. A stable careers programme
2. Learning from career and labour market information (LMI)
3. Addressing the needs of each pupil
4. Linking curriculum learning to careers
5. Encounters with employers and employees
6. Experiences of workplaces
7. Encounters with further and higher education
8. Personal guidance

<https://www.gatsby.org.uk/education/focus-areas/good-career-guidance>

Options & Careers Advice at Victoria School is available to **all** students and their families/carers from school Years 7, until they leave school (e.g. year 14).

This service is delivered by **Sue Thorns**, (OCR Level 6 Diploma in Careers Guidance and Development, BSc Hons Applied Social Studies & Diploma in Social Work) and offered in **two ways** - to meet individual need (although it can work flexibly between both models if needed):

-1) The Options Advice service

-2) The Careers Advice service

1) The Options Advice service

This gives information on **non-vocational** (non-work) routes into adulthood e.g. adult Social Care services, individual adult day programmes, volunteering, or life skill courses at a college or training provider, along with the SEND '**Local Offer**'- outlining what's available locally- e.g.

Bournemouth, Christchurch & Poole residents:

<https://fid.bcpccouncil.gov.uk/send-local-offer>

Dorset residents:

<https://www.dorsetcouncil.gov.uk/children-families/sen-and-disability-local-offer/dorsets-local-offer.aspx>

Southampton residents:

<https://www.southampton.gov.uk/schools-learning/send-local-offer/>

Wiltshire residents:

<https://www.wiltshire.gov.uk/local-offer>

-Students and their parents/carers are invited to discuss individual student needs, along with possible options to explore.

-Support and advice is available on approaching Social Care or Health services for funding or opportunities, and if the EHCP is an option for funding (residential college/training placements) for example.

-Students may/may not be involved in this process, as it is recognised that not all students benefit from direct involvement with transition work due to the stress and anxiety this can cause. Teaching and therapy staff may be asked to provide information about the student, to help in exploring opportunities.

-Families/Carers are advised to check out provision/options to ensure it is suitable, before the student visits, again to reduce anxiety- where required.

-School staff e.g. Speech and Language Department/class staff can also help with the transition process through the use of 'Social Stories' – based on helping students

prepare for changes, through the use of stories or examples.

- The school Therapists (e.g. Physio's, SLT's & OT's) are experienced in working with community therapy teams and college/training provider therapists, to help support successful therapy transition in the final school year.

- 'Transition Days' may also be available for students transferring to a local college, Adult Day service- where school staff accompany students to their new placement prior to starting. Or, the new provision staff may work with the student in school prior to them starting the new placement. This usually happens in the summer term of the last year of school, and will be co-ordinated by the class staff.

2) Careers Advice service

This provides information, advice and guidance on **vocational** (work), training and educational routes. For example: educational courses (Entry Level to Degree levels), Traineeships, Supported Apprenticeships, Supported Internships, and T Levels.

Additional SEND information can be found at the '**Local Offer**'- outlining what's available locally- e.g.

Bournemouth, Christchurch & Poole residents:

<https://fid.bcpCouncil.gov.uk/send-local-offer>

Dorset residents:

<https://www.dorsetCouncil.gov.uk/children-families/sen-and-disability-local-offer/dorsets-local-offer.aspx>

Southampton residents:

<https://www.southampton.gov.uk/schools-learning/send-local-offer/>

Wiltshire residents:

<https://www.wiltshire.gov.uk/local-offer>

- Students and their parents/carers are invited to have a meeting(s), to explore individual transition ideas, suitable routes, and placements to research and visit.

- There will be an introduction to the school careers tool - JED (Job Explorer Database)- including LMI (Labour Market Information- if the job is likely to be available in the future), the Dorset, Poole and Bournemouth 'Local Offers' information, and the National Careers Service website.

- Students can access additional training sessions to learn how to prepare for work or training e.g. C.V. writing, job/college applications practice, and interview skills.

- Within careers interviews, learners are encouraged to identify and take responsibility for their behaviours, beliefs and personal development needs, to support adult life skills & their development.

-‘Transition Days/Summer School’ sessions (a few hours- to a few days) may also be available for students transferring to college, or other training providers, to prepare students for transition to the new placement- which will be co-ordinated by class staff.

-Students are encouraged and supported to take responsibility to book their own careers sessions (please email: SThorns@victoria.poole.sch.uk), and actively engage in any follow-up research/work following these sessions.

-The school Therapists (e.g. Physio’s, SLT’s & OT’s) are experienced in working with community therapy teams and college/training provider therapists, to help support successful therapy transition in the final school year.

All options and career’s decisions are made by the student (where appropriate) and their families/carers.

Options & Careers Adviser sessions

Options & Careers interviews are **confidential** – unless there is a Safeguarding concern where the schools Safeguarding policy/CPOMS system will be followed- as all staff have a duty of care to protect students.

Please note information can also be shared without consent if there is a legal duty to do so.

However, it is recommended that school staff are able to share in any transition planning (and information), to help in the transition process (consent to share can be discussed in the meeting e.g. only with staff who need to know).

All interviews are impartial- so you will be advised on a range of options, as well as any offered by Livability (including other schools, colleges, life skills and social care providers etc).

Pre-meeting information sheets are available to help prepare students and their families/carers for any appointments.

Accessing the Options & Careers Advice Services:

All chats/interviews will be via face-to-face (in school) or via  meetings.

Appointments:

Please email Sue Thorns at: SThorns@victoria.poole.sch.uk to set up an appointment: (Mondays, Wednesdays & Thursdays- 9.30am/11am or 1.15pm/2.15pm)-Term time.

Options & Careers Advice meetings can be supported with **written notes** of what was discussed in the meeting (including any actions to carry out), plus, relevant transition information sheets to support further options research.

Transition information can also be found on the school website:

<http://www.victoria.poole.sch.uk/school-college-community/transition-planning-leaver-destinations/>

Review of the Options & Careers Service 2023-24

In order to ensure that a high quality Options & Careers Advice service is offered at Victoria School, the service is continually developed and reviewed using a range of methods:

- Options & Careers Interview feedback is gained annually from a range of sources e.g. students, parents/carers, teaching staff (including the Careers Leader-Lisa Layng).
- Partnership working with other local IAG advisers e.g. Linwood School Careers team, Bournemouth & Poole College IAG advisers.
- Partnership working with local training providers (e.g. SWRAC, Employability, Aspire, ASK Apprenticeship colleague)
- Partnership working with colleges (e.g. Bournemouth & Poole, Weymouth, Brockenhurst, Millie College, Treloars College, National Star College).
- Partnership working with BCP Careers Hub for LMI (Labour Market Information-local/national careers information and up-dates, and x3 annual careers service audits-COMPASS).
- Partnership working with SEND teams (E.g. BCP, Dorset, Southampton).

Please note that the Options & Careers service is currently under review, and therefore subject to change (please speak to Lisa Layng (Careers Leader) for further information).

Other Careers Advice Services:

EVEN BREAK- Careers support (disability website)

<https://www.evenbreak.co.uk/careers/> -including **FREE** career coaching sessions
<https://www.evenbreak.co.uk/article/what-career-would-make-you-happy-/>

'UP in BCP' (Bournemouth, Christchurch & Poole young people)-including careers information, advice and guidance, information on jobs, courses (and mental health, and relationships etc).- website below

[UP in BCP Services for Young People. Support for young people aged 12-19 \(up to 25 if they have SEN/disability\) in Bournemouth Christchurch and Poole. | Dorset Race Equality Council \(dorsetrec.org.uk\)](https://www.dorsetrec.org.uk/up-in-bcp-services-for-young-people-support-for-young-people-aged-12-19-up-to-25-if-they-have-sen/disability-in-bournemouth-christchurch-and-poole-|dorset-race-equality-council)

Bournemouth, Christchurch & Poole residents- Preparing for Adulthood team offer **Careers Information** (as well as- living arrangements, health services, paying for care etc) <https://fid.bcpCouncil.gov.uk/send-local-offer/categories/education/transition-planning/preparing-for-adulthood-team-bcp-council>

Education, employment, training and re-engagement and support team (Dorset young people up to 25 –with disabilities)

<https://www.dorsetcouncil.gov.uk/education-employment-training-and-re-engagement-support-team>

Careers Advice at Colleges and Training Providers

If you have a place at a college or training provider, you can continue to receive careers information, advice & guidance (IAG) up until 25 years if you have a disability.

The National Careers Service: <https://nationalcareersservice.direct.gov.uk/> offers **careers advice, CV builder programme, skills assessment, course finder**, job searching, and interview hints. **Please note** that this service does not necessarily know you have a disability/offer specialist support.

C- Work Experience

Victoria School is working hard to make sure that all students from year 7 upwards, have opportunities to experience the world of work e.g. trips out, internal work experience/shadowing, external work experience/shadowing (where appropriate), employer/business speakers (where appropriate).

“Every student should have multiple opportunities to learn from employers about work, employment and the skills that are valued in the workplace. This can be through a range of enrichment activities including visiting speakers, mentoring and enterprise schemes, and should include students’ own part time employment where it exists.

Every year, from the age of 11, pupils should participate in at least one meaningful encounter* with an employer.

*A ‘meaningful encounter’ is one in which the student has the opportunity to learn about what work is like or what it takes to be successful in the workplace. <https://resources.careersandenterprise.co.uk/browse-category/gatsby-benchmarks/gatsby-benchmark-5> (checked 24.5.23)

Work Experience opportunities are offered to Victoria School students according to their needs. Students are offered a choice of ‘in-house’ work placements in the following departments: Nursing; Radio station; Dining room, Sports team, Cleaners; Gardening/grounds maintenance; Therapists (OT & Physio); Music/Soundbeam; Art/Food Tech and Drama, for example.

However, students may also access external Work Experience placements (e.g.

Tesco's & St Aldhelms Church, Marsham Court Hotel etc), as we expand our existing range of working environments to support students to access opportunities which help them develop their individual careers/work ideas and raise realistic aspirations of employment.

We are also partnered with **Whizz Kids**- offering Virtual Work Experience placements with national companies (<https://www.whizz-kidz.org.uk/kidz/employability>).

D- JED (Job Explorer Database)- a directory of jobs info



You can use the JED programme at school or home, to look at a wider range of information about work. This is offered as **First JED** (more pictures, less information) and **JED** (less pictures, more information).

-Use the JED (Job Explorer Database) icon found on each school computer desktop/or via the VEC Apps folder on the desktop, or

-**log-in** to access JED **remotely at home**, so you can look up any ideas you have about jobs, think about how you want to work (e.g. part-time, outside, with animals etc), and current job trends (Labour Market Information-LMI), along with a quiz to help you prepare for the world of work.

To use JED at home:

- a) Go to <https://jed.ckcareers.org.uk/Jed/LoginAccessCode.aspx>
- b) Enter the schools 8 character Access Code and press 'Enter' (get this from Sue T)
- c) Tick 'Yes that's me' and then scroll down to Licenced products and open 'Job Explorer' Database'
- d) Open up the **Jed Option**
- e) Use the BIG Quiz to help you understand what type of work you might like to do; explore a job idea; or to see if a job will be needed in the future (Labour Market Information- LMI).

Please print off/save a copy of your results and discuss them in your next Options & Careers meeting.

E- Social Care (Social Services)

Many Victoria students (and their families/carers), use Social Care/Social Services to help find and fund day activities and programmes. For example: respite/short stays (Shared Care etc), information on adult residential accommodation, and for assessments for financial support e.g. Personal Independent Payment's/Direct Payment's/Disability Living Allowance.

If there are **additional (complex) healthcare needs** you may be eligible for an assessment by the **Continuing Healthcare** team for extra funding (some Social

Workers also carry out/may be included in this assessment):

<https://www.nhs.uk/conditions/social-care-and-support-guide/money-work-and-benefits/nhs-continuing-healthcare/>

Accessing Children's and Adult Social Care teams:

- via the Preparing for Adulthood teams (see below)
- contacting the services directly (via your council social care webpages –see below)
- being referred by another agency .e.g. health services

- being referred by **Donna Brown (Victoria School Family Liaison Officer)** - donnabrown@victoria.poole.sch.uk

-Bournemouth, Christchurch & Poole Preparing for Adulthood Team:

01202 127 878

or <https://fid.bcpccouncil.gov.uk/send-local-offer/categories/education/transition-planning/preparing-for-adulthood-team-bcp-council>

-Dorset- Preparing for Adulthood:

<https://www.dorsetcouncil.gov.uk/children-families/sen-and-disability-local-offer/preparing-for-adulthood/preparing-for-adulthood.aspx>

-Southampton Preparing for Adulthood Pathway:

<https://www.southampton.gov.uk/children-families/young-people-and-transitions/transitioning-from-send-or-childrens-social-care/preparing-for-adulthood-pathway/>

Wiltshire Preparing for Adulthood Team:

Preparing for adulthood (16+) - Local Offer (wiltshire.gov.uk)

OR If you don't have a Social Worker, you can also see if you are eligible for one by **contacting your local council**, via their Children or Adults Social Services (sometimes called Health and Social Care) and **ask for a 'needs assessment'** [more information from:

<https://www.nhs.uk/conditions/social-care-and-support-guide/help-from-social-services-and-charities/getting-a-needs-assessment/>

- If you are under 18 years of age you will need to contact the Children's Team,
- If you are 18 years of age or over, you will need to contact the Adult Team.

Bournemouth, Christchurch & Poole <u>Children's</u> First Response Hub All referrals for 'assessment of needs' via the Children's First Response team : https://www.bcpccouncil.gov.uk/Children-young-people-and-families/Childrens-social-care/Concerns-about-child-abuse-or-wellbeing.aspx or email: childrensfirstresponse@bcpccouncil.gov.uk	01202 123 334
Bournemouth, Christchurch & Poole <u>Adult</u> Social Care Adult Social Care contact centre (details on initial assessments) https://www.bcpccouncil.gov.uk/ASC-and-health/ASC-contact/Contact-Adult-Social-Care.aspx	01202 123 654
Dorset <u>Children's</u> Social Care https://www.dorsetcouncil.gov.uk/w/social-care-support-for-children-and-families?p_l_back_url=%2Fsearch%3Fq%3Dchildren%2Bwho%2Bare%2Bdisabled%2Bsupport%2Bteam	01305 228 866
Dorset <u>Adult</u> Social Care https://www.dorsetcouncil.gov.uk/get-care-and-support For students aged 14-18 you can also contact the Transitions Team	01305 221 016 01305 216 611
Hampshire <u>Children's</u> Social Care https://www.hants.gov.uk/socialcareandhealth/childrenandfamilies/contacts	0300 555 1384 [Disabled Children's Team]
Hampshire <u>Adult's</u> Social Care https://www.hants.gov.uk/socialcareandhealth/adultsocialcare/contact website checker to see if you can get help: https://www.needschecker.hants.gov.uk/	0300 555 1386
Wiltshire <u>Children's</u> Social Care https://www.wiltshireparentcarercouncil.co.uk/en/Signposting_-_Social_care_services	0300 456 0108
Wiltshire <u>Adult's</u> Social Care https://adults.wiltshire.gov.uk/Services/9/Wiltshire-Adult-Soci	0300 456 0111

-You are advised to work closely with your Social Worker from Year 11 onwards, to help you make the move from children's to adult services (usually in the year a student turns 18 years of age). These services are sometimes called 'Transition Teams' as they manage the 'transition' from children's to adult Social Care teams.

-They may offer assessments to identify your longer term care needs, advise you on whether you are eligible for any form of benefits or funding (including **Direct Payments, Personal Independent Payment's –PiP's** etc), local care provision/day opportunities, carry out a Continuing Health Care assessment (**CHC**-assessment for eligibility for health funding day/night support), respite/short breaks, **housing** eligibility, financial support, or Carers Allowance etc.

Disability Living Allowance (DLA) info: https://contact.org.uk/wp-content/uploads/2021/03/DLA-for-children-with-autism-and-learning-difficulties.pdf?mc_cid=a19137e57e&mc_eid=8cebd0113d

DLA for children: [Disability Living Allowance for children - Citizens Advice](#)

DLA for adults: <https://www.citizensadvice.org.uk/benefits/sick-or-disabled-people-and-carers/if-youre-an-adult-on-disability-living-allowance/>

Direct payments info: <https://www.citizensadvice.org.uk/wales/family/looking-after-people/direct-payments-w/direct-payments-what-are-they-w/>

Personal Independent Payment info: <https://www.citizensadvice.org.uk/benefits/sick-or-disabled-people-and-carers/pip/help-with-your-claim/how-to-claim/>

-**Unless you can self-fund**, it is especially important for students needing funding for e.g. Livability Horizons Young Adult Residential/ Transition service, or an ISP (Independent Specialist Provider- e.g. **Treloar/National Star Colleges**), to work with Social Care services, as you will need money to pay for all or some of the cost of care given. They may refer you for a Continuing Health Care assessment (CHC), where Health Services may fully/part fund your next placement.

Please note if funding has not been received for placements (some education, or social care), these placements may not start, and you will be responsible for daily living arrangements, until the relevant payments are made/received, and the placement starts.

F- SEND 'LOCAL OFFER' INFORMATION:

Under the SEND reforms each Local Authority must provide information on services for children and young people aged 0-25 years of age. Please use the following links to access information on e.g. Preparing for Adulthood (PfA), transport, education, activities and short breaks etc.

-Bournemouth, Christchurch & Poole 'Local Offer':

<https://fid.bcpccouncil.gov.uk/send-local-offer>

-Dorset 'Local Offer': <https://www.dorsetcouncil.gov.uk/children-families/sen-and-disability-local-offer/dorsets-local-offer.aspx>

-Wiltshire 'Local Offer': <https://localoffer.wiltshire.gov.uk/>

-Hampshire 'Local Offer':

<https://fish.hants.gov.uk/kb5/hampshire/directory/localoffer.page>

G- Adult Day Opportunities

Dorset resident's website:

'Dorset For You' offers a **directory** of information, including adult day opportunities and activities (**community directory**):

-Adults: <https://www.dorsetcouncil.gov.uk/care-and-support-for-adults/care-and-support-for-adults.aspx?folderIds=5536,11022>

Community directory:

<https://adultsocialcare.dorsetcouncil.gov.uk/search/?searchTab=directorySearchTab&templateId=c24bd3d0-75e3-4e96-8f30-ab9701109083&sortOption=Rank%3Basc&pageNumber=1&pageSize=10>

-Dorset EASY READ GUIDES: <https://www.dorsetcouncil.gov.uk/information-in-easy-read-format>

Dorset Abilities- Adult Social Day Care:

<https://www.dorsetabilitiesgroup.co.uk/services/>

Bournemouth, Poole and Christchurch resident's website

Directory of opportunities & activities: <https://www.bcpccouncil.gov.uk/ASC-and-health/ServiceDirectory/CategoryResults.aspx?id=4cee7e74-9c3f-42e0-afee-7f1ca74dbe3b>

-Livability Horizons Young Adult Residential/Transitional Residential service

Website: [Livability | Livability Horizons](#)

Phone: 01202 758 311 – to see if there are places available (13 adults max).

Please see the website above for further information, and speak with your Adults Social Worker with regarding funding for this adult provision (unless you can self-fund).

H- Individual Programmes

Using your benefits (e.g. **Personal Budget** or **PIP** -Personal Independence Payment), or other income (please use a **Benefits calculator** on **page 35** to see what you can claim)- you could plan your own individual day/week programme with care support, e.g. employing **Personal Assistants** to help you do your favourite activities. However, this may not be across five days a week, and it will not qualify for an EHCP/SEND funding.

Please see the activities directories listed on previous page to see some of the services and activities that are on offer in your area- you can search by activity or geographical area.

If you need help and support to access activities as part of your individual programme, there are services to help you find the staff needed to support you:

Employing a Personal Assistant (P.A)

The following websites contain information and tools to help support you with employing a **Personal Assistant**:

- <https://www.disabilityrightsuk.org/being-control-getting-personal-assistants-pas>
- <https://www.scope.org.uk/advice-and-support/hiring-pa-for-home-care/>
- <https://contact.org.uk/help-for-families/information-advice-services/social-care/hiring-a-personal-assistant/>
- <https://papool.co.uk/>
- <https://www.enhamtrust.org.uk/pages/category/direct-payments>

Carers UK: a national website offering a range of information- including Direct Payments and P.A's: <https://www.carersuk.org/help-and-advice/practical-support/getting-care-and-support/direct-payments/>

Skills for Care: a website offering comprehensive advice, through booklets and videos, on how to employ your own P.A, and resolve any issues.

<https://www.skillsforcare.org.uk/Employing-your-own-care-and-support/Information-for-individual-employers/Information-for-individual-employers.aspx>

Gov.uk- government information on employing someone in your home (including carers and personal assistants):

<https://www.gov.uk/au-pairs-employment-law>

ProDisability (Poole residents): www.prodisability.org.uk

Direct Payments advice at BCP council:

<https://www.bcpCouncil.gov.uk/ASC-and-health/How-to-pay/Personal-budgets/Direct-payments.aspx>

Personal Budgets and Direct Payments BCP Council advice:

<https://www.bcpCouncil.gov.uk/ASC-and-health/How-to-pay/Personal-budgets/Personal-budgets-and-direct-payments.aspx>

Dorset council website:

https://www.dorsetcouncil.gov.uk/w/direct-payments-for-children-and-young-people?p_l_back_url=%2Fsearch%3Fq%3Ddirect%2Bpayments

Wiltshire council website:

<https://adults.wiltshire.gov.uk/Information/direct-payments>

Hampshire council website:

www.hants.gov.uk/socialcareandhealth/adultsocialcare/direct-payments/amounts

You are advised to work with Social Services and/or use the government website:

<https://www.gov.uk/financial-help-disabled> to see if you are eligible for benefits, tax credits, payments, grants or concessions to help budget for your individual activities programme. Also see **page 35** of this booklet for further financial information (benefits checker tools).

Activities/creating your own programme

-There are many providers offering **full-time or part-time activities** for disabled adults from 18 years upwards (and many cater for younger people too). Council websites have directories of activities – please see the ‘Local Offer’ and council directories on page 14.

It is also worth putting in a general request in a computer search engine e.g. Google, as information on day provision is not always found in council directories

-Independent SEND organisations/information events

Please sign up to your local Council and Parent/carer partnerships for SEND newsletters, as these regularly list SEND information events, or to other local SEND organisations e.g:

Parent/Carer Councils e.g.

- BCP: <https://www.parentcarerstogether.org.uk/about-us/>
- Dorset: <http://www.dorsetparentcarercouncil.co.uk/>
- Wiltshire: https://www.wiltshireparentcarercouncil.co.uk/en/Home_Page
- Hampshire: <http://www.hpcn.org.uk/>

Leaving Home

If you want to leave home you are advised to contact your Social Worker or local council Housing Department, as soon as possible, to see if you are eligible for housing support.

If you are unable to self-fund e.g. private rented or privately bought accommodation, your Social Worker might be able to assist you find supported living (with care support to help you to live as independently as possible). However, adapted accommodation is limited (and at present there are issues with recruiting Care Staff) so you may have to wait years before suitable accommodation becomes available.

I- Post 16 (Sixth Form)

Most secondary schools and colleges offer Post 16 (6th Form) education/learning and training options including: Foundation, Intermediate and Advanced levels of learning, Traineeships or Apprenticeships, and T levels (Technical Levels).

Victoria School

-Post 16 at Victoria School (based in Carmel House) offers a range of courses tailored to meet individual student needs, using a differentiated learning style (work broken down in to small bits, taught slowly).

Typically, educational courses offered in Victoria Post 16 include:

Pre-Formal (formerly sensory) Education – using the Pre-formal Personalised Curriculum. This is organised into 4 domains: Communication; Movement; Discovery and SRED (Social Relationships and Emotional Development).

Semi- Formal Education e.g. Entry Levels (E1-3), AQA Unit awards/certificates- typical subjects include: English, Maths, PE, Life-skills, Communication skills, Science, History, Geography and PSHE.

Formal Education - Entry Levels and Level 1 and Level 2 courses.

Subject options may include: GCSE's-(Maths and English/ Functional Level certificates); Music Technology; Drama (AQA awards); Photography & Media; Duke of Edinburgh Award (Bronze); Baking (AQA awards); STEM (Science, Technology, Engineering & Maths); History (AQA award/certificate); Art (AQA award); Science AQA award/certificates or AQA Single Entry Level Certificate; Music (AQA unit awards); Fun Spanish for Beginners.

Options change each year, to include student specialisms (staff will consult with students in the Year 11 summer term to make their options choices).

Most Victoria School courses last 1-3 years (school years 12, 13 & 14), with the understanding that students will complete their chosen studies before they leave.

-Victoria School Post 16 also offers additional studies and support to help prepare students for adulthood e.g. Options & Careers Advice (& Guidance) and life skills-independent (travel training, money management, relationships, all supported by Therapies (e.g. Physio, Speech & Language and Occupational Therapy).

Students may be eligible for up to 3 years funding for courses, subject to the continuation of their EHCP (Education, Health & Care Plans). Student progress is reviewed annually at their Annual/Transitional Review carried out by school and their Local Authority. You might be asked to visit other schools/colleges during this process- to confirm that they cannot meet needs.

Local Dorset school 6th Forms

e.g. Poole High, Queen Elizabeth, Twynham, Corfe Hills Schools

Schools offer courses at a range of levels, and list if they are able to offer specialist SEND support under the EHCP –‘**Local Offer**’ initiative- page 14.

If you live outside of Bournemouth, Christchurch & Poole, or Dorset, your Local Authority (Council) will also have to publish this on their website- search under ‘**Local Offer**’- see page 15 **for hyperlinks to Wiltshire and Hampshire Local Offer websites.**

After you have checked the ‘Local Offer’, please see your local school 6th Form websites to see when they have **Open Days/Evenings**, or alternatively you can book with most education providers, to go and visit in term time to see what they are like and if they are likely to be suitable.

PLEASE NOTE: most ‘mainstream’ 6th Forms/Post 16’s do not use differentiated teaching- where work is broken down into smaller chunks and taught more slowly (as at Victoria School).

The EHCP transfers with a student if they move to another school 6th Form- the name will be changed to the new provider-following agreement by the SEND team in your Local Authority/council. The EHCP will be used to discuss and then list any additional educational and health/care support, services/equipment that will need to be put in place, for a successful placement. Examples may be: Speech and Language Therapy, a scribe, 2:1 support for personal care etc.

Most 6th Form/Post 16 education providers to not offer medical/nursing support to administer medications, or specialist feeding support (e.g. Pegs etc).

Transport to Post 16/6th Form/FE Colleges

Please see your Council transport websites for funding information for students in Post 16. Most learners (accessing full-time education) aged 16-25 years now have to pay towards subsidised supported transport. **Many councils have deadlines for applying for transport at the end of May.**

For further info: <https://educationadvocacy.co.uk/sen-transport/>

-Or you may want to travel independently using a **Disabled bus pass:**
<https://www.gov.uk/apply-for-disabled-bus-pass>

Learning to drive- to get to college/work

Many of our ex-students have successfully learned to drive, and use mobility vehicles to get to college or work. Please use the following websites to get further information on this:

<https://www.scope.org.uk/advice-and-support/driving-and-motability/>

<https://www.gov.uk/driving-lessons-learning-to-drive>

<https://www.gov.uk/driving-medical-conditions>

<https://www.motability.co.uk/>

<https://www.gov.uk/get-vehicle-tax-exemption-disability>

<https://www.gov.uk/apply-blue-badge>

J- Further Education (F.E.) Colleges

Please visit your **local** colleges- in school Year 12 (if you are leaving in year 14), as they may not be able to meet your needs.

You will need **at least 2 years** to look for and apply for specialist placements e.g. Treloars College or National Star College-**if** a local college can't meet your needs.

-Please see the '**Applying to College Time-line**' document in the transition section of the Victoria School website- for further information on this:

<http://www.victoria.poole.sch.uk/parents-and-carers/transition-planning-leaver-destinations/>

Please note that most local Colleges do not offer medication or therapy support e.g. Nursing, Physiotherapy (so you must be able to administer your own medication or be responsible for your own physio programme, for example). Please check with the individual colleges to see what they can offer.

Advice: If Millie College (Livability) **is able to offer you a place, you are unlikely get funding for a specialist residential college e.g. National Star or Treloars.**

'Local' Further Education (F.E.)-including Post 16/6th Form

e.g. Bournemouth & Poole College, Brockenhurst College, Kingston Maurward College, Weymouth College, and Livability Millie College.

Please speak to the Options & Careers Adviser about the most suitable courses at Dorset colleges, as they can sign-post you to college websites- so you can get in touch and arrange a visit.

Some colleges may be able to put in specialist equipment e.g. hoists, changing beds etc with advanced notice, so visiting 18+ months ahead of starting the course. E.g. Weymouth College now have a changing bench & hoist in their specialist unit and in their main college building.

Please speak also to your SEND team/Preparation for Adulthood teams if you live outside of Dorset- for the most up-to-date information on your options.

F.E. colleges offer learning from Foundation to Higher Education (e.g. Degree), across a wide range of courses. Some of these courses are specifically designed for students with a disability, and offer small teaching groups, differentiated learning, higher level of staff support, and opportunities to try out a range of courses to help in progression.

E.g. Supported college courses that may be suitable for Victoria Entry Level/Level 1 students (with moderate support needs):

- **Bournemouth & Poole College**: offers a life skills based course and a preparation for work course [please note they do not offer therapy support].

<https://www.thecollege.co.uk/what-to-study/curriculum-areas/foundation-learning>

-**Weymouth College**: including life-skills and preparing for the community courses, as well as routes to higher levels of study: <https://www.weymouth.ac.uk/studying-with-us/weymouth-college-send-provision/>

-**Brockenhurst College**: offers a range of Foundation Level courses which include life-skills based education and work/employment skills training.
<https://www.brock.ac.uk/sixth-form/foundation-studies/>

-**PACE**- Pre Apprenticeship Certificate for Employment course (mainstream): which is specifically tailored to enable students to become Apprenticeship ready:
<https://www.brock.ac.uk/college-course/pre-apprenticeship-certificate-for-employment-pace/>

-**Kingston Maurward College (Rural working farm college)**: offers Foundation Studies courses e.g. specialising in employment e.g. supported internship, and preparation for life course (independence skills), but **the site remains challenging for wheelchair users**. Also, please check out the therapy support available.

'Local' FE SEND Colleges/education providers:

- **Post 19 College Millie College(Livability) –Holton Lee**

This education placement offers SEND students (aged 16+ years with physical disabilities and complex needs, and/or other disabilities) a range of bespoke programmes enabling young people to develop life and employment skills.

They also have a **programme for PMLD/Sensory/Pre-Formal learners** which develops independence skills.

Please contact the **Transition Co-ordinator Georgie Newman:**
GNewman@livability.org.uk for further information.

Website: www.livabilitymilliecollege.org.uk

Advice: Please contact college early as they do not automatically guarantee a place for ex- Victoria School students.

- **Cambian Wing College** –specialising in supporting students with Autistic Spectrum Conditions (ASC) (please note: wheelchair access restricted).

You can use the following website to find education placements for students with NAS (the National Autistic Society): [Autism Services Directory](#)

Or contact your SEND team for up-to-date information on schools/colleges currently specialising in ASC support.

- **The Sheiling College** –specialising in supporting students with ASD, moderate, severe & complex learning difficulties (wheelchair access limited)
- **Employability**-specialising in supporting students with employment outcomes
- **SWRAC**-specialised in supporting students with internships and employment outcomes (please check wheelchair access at each site).
- **The Lantern Centre workshops/café/shop/bakery (part of The Lantern Community)**
<https://www.lanterncommunity.org.uk/the-workshops>
<https://www.lanterncommunity.org.uk/the-shop-cafe>

Visiting & Applying

Colleges/training providers usually have 2-4 Open Days/Evenings per year (starting in September) and some offer specific SEND Open Days. Please see individual college websites for further information on how to access these.

However, you may want to visit during the college day to help you understand what it would be like to study there. You are advised to contact the college to see if you can set up a visit, and to make sure the building and specific course are accessible. Also- to discuss the therapy/ staffing support for students with disabilities.

Applying for a place: Please ask college staff for guidance/help with this (e.g. timings).

-Deadlines for securing funding (e.g. EHCP) are in Feb of the leaving year.

-Please inform your local SEND team of your preference as soon as possible.

Funding for FE Colleges/Post 19 education:

Students have the right to request a specific college on their EHCP, and this will have to be paid by your Local Authority SEND team [if approved by the SEND panel]:

“The local authority must comply with your preference and name the school or college in the EHC plan unless provision there is considered to not meet their needs, **not represent good value for money** or would impact negatively on the education of others” [Special Educational Needs and Disability -A guide for parents and carers, Department for Education, August 2014].

“... **not represent good value for money...**” may mean that if Millie College can support your needs and offer a place, following consultation (as a local specialist FE College), you may not qualify for an out-of-county placement e.g. Treloars or National Star College.

Please note: that if they do not agreed funding for your named college you can also appeal with help from SENDIASS:

BCP: [SENDiass4BCP - SENDiass4BCP](#)

Dorset: <https://www.dorsetsendiass.co.uk/>

Hants: <https://www.hampshiresendiass.co.uk/>

Wilts: <https://www.family-action.org.uk/what-we-do/children-families/wiltshire-sendiass/>

You are advised to check out more than one college/training provider, to enable you to have choice and to ensure that you have a Plan B in place.

Or look into adult social care options if you are needing a Pre-Formal/PMLD/Sensory placement.

‘College Passport’:

With advanced notice (4 weeks) the Options & Careers Adviser can help you prepare a ‘College Passport’ which will give you all the important information you need to discuss with college (or you can take an up-to-date EHCP, Annual Review Reports and current School report as well).

LINK COURSES/SHADOW DAYS

Some courses also offer students **LINK courses or shadowing** days – where students attend over a few weeks (or a day), to get a feel for what the courses are really like, and which allow tutors to **assess suitability** for that course e.g. Bournemouth & Poole College, Brockenhurst College and Weymouth College.

Please contact your class teacher to find out further information about this. School Staff will see if it's possible to set this up with the college.

Please note that some LINK courses start in JANUARY- and so need to be organised by the end of October.

K- SEND Residential Colleges (ISP's/Independent Specialist Colleges)

If you want to continue in education after you leave Victoria School, and your local colleges (including Millie College) can't meet your course or therapy needs, you can also look at ISP's (Independent Specialist Providers).

For example, you could contact Treloars College (Hampshire), National Star College (Cheltenham), Nash College (Kent), or Sheiling College (Ringwood-ambulant students only), to see if they offer a suitable course.

These colleges are a lot like Victoria School, as they have small teaching groups, use differentiated teaching, additional learning support staff, therapies, specialist equipment and disabled facilities.

You may be able to move from Year 11-14 at VEC, and study for usually up to 2-4 years -depending on your EHCP Outcomes (goals)- if funding is agreed by your Local Authority (usually the council who is responsible for your EHCP).

Please note: if your SEND team feel that a local specialist college (e.g. Millie College, Linwood School or Beaucroft School Post 19 provision etc), can meet need, they are unlikely to fund a specialist out-of-county college.

Most of these colleges offer day-time courses (if you live close enough) and residential accommodation (if it's too far to travel daily). Courses tend to be for a maximum of 38 weeks (so you may need extra holiday housing options), although a few colleges let you live-in for up to 50 weeks of the year (please check).

You must be ready to leave home before applying to these colleges as a residential student, and ideally have had experience of living away from home e.g. respite/shared care.

The **NATSPEC** (National Association of Specialist Colleges) website offers information on all the ISP's/ specialist colleges available nationally, and explains the process for moving on to these, and the application process for each college. Their website is: www.natspec.org.uk

The **Natspec Colleges Directory** offers a **college finder tool**, where you can select the support needs of the student e.g. physical support needs and/or autism etc. It then recommends colleges offering support for these needs. You can then look at the college websites, and see if you would like to arrange a visit to look around.

<https://natspec.org.uk/colleges/search/>

It is advised that you look at more than one college, so you can decide which you like best.

You will need 24+ months to: research, visit, get assessed, hopefully have a place offered, and secure funding from your local SEND team- as most have waiting lists of 12 months+

Therefore you will need to plan early e.g. start looking in Oct Year 12, for leaving at the end of year 14.

The college directory also gives information on education reforms/changes e.g. Education, Health and Care Plans (EHCP), and SEND reforms (SEND- Special Educational Needs & Disabilities- as part of the Children and Families Act 2014). **Colleges funded** under **section 41** of this legislation have the **s41 symbol** along-side them, and can be funded from the Approved List of funded colleges (funded by your Local Authority or Council SEND team).

For further info: [Post school choices in England - Natspec](#)

Please note: Some residential placements are not funded by Local Authorities (e.g. Horizons at Livability) and would need to be funded by other means e.g. Social Services/Health (CHC) or self-funded using DP's or PiP's for example.

It is important that other agencies are involved in your planning e.g. Social Services and Health (if you are eligible for this-Continuing Health Care-CHC funding), as they may also need to pay towards some of the costs of a residential placement (e.g. for support outside of education hours -weekends, mornings and evenings, and holiday care packages).

L- Adult Learning

Adult learning opportunities are available across the UK from adult learning centres, and at a local level in each county from Further Education Colleges and Training Centres. **Please note:** Funding is not usually via an EHCP.

Dorset County Council/ BCP Council:

[Skills & Learning ACE | Adult Learning & Education Courses \(skillsandlearningace.com\)](#)
(including SEND courses: <https://www.skillsandlearningace.com/subjects/courses-for-adults-with-learning-disabilities/>)

Hants: <https://www.hants.gov.uk/educationandlearning/participation-lifelong-learning/hampshire-learns>

Wilts: <https://www.wiltshire.gov.uk/family-learning>

-You are also advised to check accessibility (to buildings and the course/subject) to make sure that you can fully access the programme.

-Please speak to the learning provider for information on the costs, and access arrangements-including scribes and specialist equipment needed etc.

M- Distance Learning (e-learning/on-line courses)

Most Distance Learning courses offered are not differentiated, however some of these can be accessed at your own pace, so may be suitable. Some local options include:

-Bournemouth & Poole College: Free online courses | Bournemouth and Poole College (thecollege.co.uk)

-Weymouth College: Free Online Distance Learning Courses for Adults Archives - Weymouth College

You can also explore on-line learning from a range of national providers, as they also offer education at a range of levels (some of it free), where you may have a personal on-line tutor, and learn via your computer. Examples of these are:

Open Learn (Free Open University Education): <https://www.open.edu/openlearn/free-courses/full-catalogue> [these tend to be for students accessing at GCSE level and above]

And: Access Modules for students without GCSE's/A Levels etc- who are looking to study at degree level Access Courses | Preparing for Study | Open University

National Extension College: <https://www.nec.ac.uk/>

Learn Direct: <http://www.learndirect.com/>

-Please note:

1. Some courses offer on-line learning, but you will be expected to attend a regional exam centre-which may not be accessible (please check before starting course).
2. Many distance learning courses offered on-line (e.g. via Groupon or Social Living etc) may not be accredited or regulated. Therefore, these qualifications will not be recognised by colleges/training providers or employers, you can search <https://register.ofqual.gov.uk/> to check.

N- Higher Education (H.E.)/University

With enough UCAS points (usually equivalent to 3 - 4 A Levels/ access courses etc), you can apply to access Higher Education e.g. a Degree course at a University or

Further Education College (full- time or part-time). You can use the UCAS **tariff calculator** to help you **decide if you have enough points**, or what points you need to get:

<https://www.ucas.com/ucas/undergraduate/getting-started/entry-requirements/tariff/calculator>

Students can study locally, nationally or via distance learning at a variety of education placements. Local options include: Bournemouth & Poole College, Bournemouth University, Weymouth College, Brockenhurst College, Arts University Bournemouth (AUB), Southampton University or the Open University (via e-learning -internet, and sometimes group tutorials or summer school programmes).

Applying for a course:

Some courses need to have received applications 1 year before they start- however most are in January for an October start.

UCAS Deadlines | When To Apply For University Courses

You will also need a '**personal statement**' to show why you want to apply for that particular course, and there is a 'tool' to help you:

<https://www.ucas.com/ucas/undergraduate/getting-started/when-apply/writing-personal-statement>

Putting volunteering experience on your Personal Statement can also help you get a place on your chosen course- **please see volunteering section on page 31.**

University/ College H.E. applications are via UCAS:

<https://www.ucas.com/undergraduate/applying-university/filling-your-ucas-undergraduate-application>

Funding should be applied for at least 10 months prior to starting. Most courses cost from approx. £9,000 per year, unless you are on a course that is exempt from fees.

Funding information can be found via: <https://www.gov.uk/student-finance/overview>

Additionally, EHCP's do not cover university course costs and you will need to pay for these. However, there is additional funding for students with disabilities: please see:

Disabled Students Allowance: <https://www.gov.uk/disabled-students-allowance-dsa>

Additional information for H.E students with disabilities (including funding information) can be found at:

Charitable Funding: <https://www.disabilityrightsuk.org/resources/funding-charitable-trusts>

UCAS: <https://www.ucas.com/ucas/undergraduate/getting-started/individual-needs/students-disabilities>

Open University: <https://help.open.ac.uk/browse/disability/disability-support-and-funding>

You can also access a **H.E. Transition Guide** from:
<https://www.studentminds.org.uk/transitionintouniversity.html>

You can now also access Higher Education/Degree's at Apprenticeship Level – please see section O.

Get **Local southern university** information at:

<https://www.sunoutreach.org/students/resources/>

-If after exploring university options and you decide not to go, try out the following website: '**Not going to Uni**': <https://www.notgoingtouni.co.uk/about-us>

O- Apprenticeships, Traineeships and Supported Apprenticeships

Apprenticeships –where you train in a work placement (with a small wage), whilst attending college/ training provider for 1-2 days/week. These can take 1-5 years to complete and you will need to be 16 years and over, and prove you have Literacy and Numeracy skills to Level 2 – **OR Entry Level 3 English & Maths for SEND Apprentices.**

There are **4 types of Apprenticeship** available in the UK:

	Level	Equivalent education level
Intermediate	2	GCSE
Advanced	3	A level
Higher	4,5,6 and 7	Foundation degree and above
Degree	6 and 7	Bachelor's or master's degree

(<https://www.apprenticeships.gov.uk/apprentices/becoming-apprentice> -July 2023)

You can get **more information** about Apprenticeships (including how to apply) from:
<https://www.gov.uk/apprenticeships-guide>

Apprenticeships and disability access- changes have been made so people with disabilities can access Apprenticeships with an Entry Level 3 or equivalent in English and Maths.

“Your Future Sorted!(Dorset Edition)” – Apprenticeship/Traineeships & training providers/courses in Dorset: <https://dstpn.co.uk/your-future/>

If you aren’t ready for an apprenticeship, or need support, there are other options available:

https://assets.ctfassets.net/8kbr1n52z8s2/7MTEhYV4iWb4GDBcYh5TWm/d395e4712c7fb96d9ad657c8def40891/What_if_I-m_not_ready_for_an_apprenticeship.pdf?consent_uid=tTw2CwAwTc6C6L5ikLLQOg

If you need more support you can consider a **pre-apprenticeship** course to get you ready e.g.

PACE- Pre-Apprenticeship Certificate for Employment course: which is specifically tailored to enable students to become Apprenticeship ready (Brockenhurst College):

<https://www.brock.ac.uk/college-course/pre-apprenticeship-certificate-for-employment-pace/>

or,

-Traineeship: [Traineeship information for trainees - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/employment-and-training/traineeships)

[Find a traineeship - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/employment-and-training/traineeships)

-SWRAC- Traineeship <https://swrac.co.uk/student-training-mentoring-teaching/traineeships-apprenticeship-work-experience/> Please notes some centres have limited disability access, so please phone and check this out before you visit.

Supported Apprenticeship: offers more support than a standard apprenticeship, accepting students with Entry Level 3 qualifications in English and Maths. The potential employer will then do an assessment to make sure you can complete the qualification, and identify if they can put in the right work placement support.

Additional support may be a support worker, equipment, extra time or equipment.

You can also claim **Access to Work** (help with travel costs e.g a taxi).

Supported Apprenticeships (for Dorset SEND students): Please see the ‘Your future Sorted’ Dorset brochure for current training providers and employment skills subjects: <https://dstpn.co.uk/your-future/> (includes supported Traineeships).

DAN (Disabled Apprentice Network): <https://www.disabilityrightsuk.org/disabled-apprentice-network>

Disability Rights UK have also produced the following guide (‘Into Apprenticeships: The guide for disabled people)

https://www.disabilityrightsuk.org/system/files/paragraphs/cw_file/2023-02/IntoApprenticeships%202023_06_Final.pdf

P- Supported Internships

‘What is a supported internship?’

Supported internships are structured study programmes based primarily at an employer. They enable young people aged 16-24 with a statement of SEN, a Learning Difficulty Assessment or an Education, Health and Care plan to achieve sustainable paid employment by equipping them with the skills they need for work, through learning in the workplace.

Supported internships are unpaid, and last for a minimum of six months. Wherever possible, they support the young person to move into paid employment at the end of the programme.

Alongside their time at the employer, young people complete a personalised study programme which includes the chance to study for relevant substantial qualifications, if appropriate, and English and maths.”

<https://fish.hants.gov.uk/kb5/hampshire/directory/advice.page?id=xHiKzA-Qhns>

Accessible Supported Internship Guide: [supported internships guidance for learners 8th April 2014 \(councilfordisabledchildren.org.uk\)](#)

BCP Council Supported Internships (new)- Project Search:

<https://www.eduknowledgehub.co.uk/SEND/Supported-Internships/Supported-Internships.aspx>

<https://www.eduknowledgehub.co.uk/SEND/Supported-Internships/Project-Search-Newsletter-Term-1/Project-Search-Newsletter-Term-1.aspx>

Hampshire Council Supported Internships:

<https://www.hants.gov.uk/educationandlearning/participation-lifelong-learning/hampshire-achieves-ypl/supported-internship-young-people>

-WEYMOUTH COLLEGE offers a **Supported Internship course**. Please use the following web link to get further information (please check to see if you will have to pay for this programme):

<https://www.weymouth.ac.uk/courses/routes-into-employment-level-1-supported-internships/>

-SWRAC (South West Regional Assessment Centre) offers a **Supported Internship programme**. Please use the following web link to get further information- please check for disability site access as this varies across their sites:

<http://swrac.co.uk/student-training-mentoring-teaching/supported-internships-ehcp-plan/>

Gov.uk website search tool- to find a Traineeship near you:

[Find a traineeship \(findapprenticeship.service.gov.uk\)](https://findapprenticeship.service.gov.uk)

You could also look at:

-Linwood School –CHI project (Classroom in the Heart of Industry)- 16-19 years of age: (Please note-they have less therapies available than Victoria)

<https://www.chi4training.co.uk/>

Q - T Levels (Technical Levels)

T Levels are a range of technical qualifications which started in September 2020, and are equivalent to 3 A levels (the top score – a Distinction, is equal to an A*). These combine student class based learning with on the job industrial work experience (approx 45 days).

The two year programme will enable the student to go into skilled employment, on to further study or move on to a higher apprenticeship.

Dorset and Hampshire T Levels providers from 2022 onwards:

[Find a T Level | T Levels](#)

R- Voluntary Work/Volunteering

Voluntary work can be a good way to gain work experience to help you find work. It can help you decide what type of work you want to apply for, and will help you to find out how many hours you want to work. **It could lead to a paid job!**

<https://doit.life/grow>

Volunteering can also be part of your own programme (if you work with your P.A/carers to support you), as helping other people in your local community can make you feel good.

All voluntary organisations need volunteers that are reliable and dependable, who can offer regular voluntary work (even if this is a one-off session). Please be honest with what you can offer (so you can meet your own needs too).

Please check to see if you are covered under their Employers Liability Insurance, if there is an accident/incident, and ensure that they have Risk Assessed the work you will be doing, to ensure your safety.

There are many organisations which offer voluntary work and most local areas have organisations that can offer support with this e.g.:

Bournemouth, Christchurch & Poole-

<https://www.bpcouncil.gov.uk/Communities/Volunteering/Volunteering.aspx>

Dorset: <https://www.volunteeringdorset.org.uk>

Hampshire: <https://www.hampshirecvs.org.uk/>

Wiltshire: <http://www.wiltshire.gov.uk/community-environment-volunteering>

-If you receive benefits, you may need to check out if they have a limit on the number of hours you may volunteer, as this may affect your benefits.

-You could use any benefits you receive (e.g. PiPs, DLA etc), to fund a Personal Assistant (P.A) to help support you in your volunteering placement.

-Write down the hours you work, the type of work, and organisation you volunteer for, as you can use it on your CV- or may get rewards for this.

National Citizen Service:

The government are also supporting **young people, aged 15 - 17 Years**, to get involved with volunteering as part of **National Citizen Service**, and you can find information on this at:

<https://www.ncshttps://www.tlevels.gov.uk/students/find?SearchTerm=Bournemouth%2FPoole%2C+Dorset&ShouldSearch=True&TotalRecordCount=594&SelectedQualificationId=0&SubmitType=Nextyes.co.uk/>

S- Employment/ Supported Employment

-If you are not 'work ready' all four Dorset colleges (and most training providers) offer courses with practical work skills and placements- with staff support. Similar training can be found at training providers e.g. Employ my ability and SWRAC. These placements will then give you the skills you need to start looking for work. Please see the FE/College section on this information book.

For BCP & Dorset residents:

<https://fid.bcpCouncil.gov.uk/send-local-offer/information/preparing-for-adulthood/working-getting-a-job/preparing-for-adulthood-finding-a-job>

Skills & Learning also offer work skills at their sites across the Dorset region:

[Developing Work Skills Courses | Skills & Learning ACE \(skillsandlearningace.com\)](#)

There are also many websites that offer support and tools, if you wish to go straight into employment and you are 'work ready':

COAST - Supported Employment programme for residents of Poole (run by Tricuro)- for further information and how to refer phone: 01202 797841or email: [Day Services & Supported Employment - Tricuro](#)

Further supported work programmes include: **'The Allotment Project** and **'Kitchen Project'**: <https://www.tricuro.co.uk/our-services/day-services-supported-employment/>

Supported Employment Scheme-Dorset residents aged 16+ who qualify for 'care'- after a Social Care Assessment of their needs:

https://www.dorsetcouncil.gov.uk/w/get-training-and-find-work-with-support?p_l_back_url=%2Fsearch%3Fq%3Dsupported%2Bemployment

Also, most local colleges offer foundation level work preparation training/learning- see previous college information and links for further information.

Further disability employment information:

- <https://www.gov.uk/looking-for-work-if-disabled> (also see Jobcentreplus info below)
- <https://www.scope.org.uk/advice-and-support/work-careers/>
- <https://www.disabilityjobsite.co.uk>
- <https://www.evenbreak.co.uk/en> - jobsite linking disabled people to jobs
- **SCOPE = equality for disabled people** (disability website) including Employment services/information eg. FREE careers advice for 16-25 yr olds with a disability:
- <https://www.scope.org.uk/advice-and-support/work-careers/>
- <https://www.scope.org.uk/employment-services/>

-BASE (British Association for Supported Employment) has further information on **local** BASE services and organisations offering support for employment/work: <https://www.base-uk.org/find-member-organisation> [e.g. Linwood School, SWRAC, SAMEE].

It also has more **information for people looking for work**: <https://www.base-uk.org/information-jobseekers>

Jobcentreplus – Is a government employment and benefits service which offers information and support on disability employment opportunities e.g. **Access to Work** (help to overcome barriers to working e.g. transport & equipment), **Intensive Personalised Employment Support** (support worker to help you find and start a job).

-Access to Work: <https://www.gov.uk/access-to-work>

-Intensive Personalised Employment Support service: <https://www.gov.uk/intensive-personalised-employment-support>

The government website: <https://www.gov.uk/looking-for-work-if-disabled/looking-for-a-job> covers benefit information for job hunters with a disability, grants, and programmes.

Also: <https://www.gov.uk/jobsearch> a general website that allows you to search for jobs using your home area and specific jobs you would like to apply for.

Association of Disabled Professionals: The Association of Disabled Professional – Helping employment and opportunities for disabled people (adp.org.uk)

Further information:

-You are advised to be cautious if you are using web based job search engines, to make sure your private information (for example: your name & qualifications) is kept safe – as there is a risk of identity theft (particularly if you post your CV on-line).

Bournemouth, Christchurch and Poole Council job website:
<https://jobs.bcpccouncil.gov.uk/>

Dorset Council job website: <https://jobs.dorsetcouncil.gov.uk/>

Jobcentreplus: <https://findajob.dwp.gov.uk/>

Indeed: <https://www.indeed.co.uk>

SW1jobs.com: <https://www.sw1jobs.com/jobs/dorset>

Young people/Children, working and the law:

Any organisation/business employing a child/young person aged 13-17 (in most work situations) legally has to apply for a **work permit**: <https://www.gov.uk/child-employment/local-council-rules-for-child-employment-permits>

- if they do not have a work permit, the child/young person will not be covered under their Employers Liability Insurance, if there is an accident etc.

-You can choose to do employment (work) after leaving school if you are over 18 years of age. If you are under 18 you **have to include** part-time education or training with your work e.g. study and work at the same time.

-You could find a job/work via personal contacts (e.g. family or friends), using the internet for job sites (e.g. Jobcentreplus: <https://www.gov.uk/contact-jobcentre-plus> , or local newspapers for employment opportunities, for example.

Barclays Bank have created a website to give support on how to use ICT safely, CV building and interview hints, for example. Please see:
<https://www.barclayslifeskills.com/>

-Other useful employment skills websites (including writing a CV) are:

The National Careers Service:

<https://nationalcareersservice.direct.gov.uk/Pages/Home.aspx> - which offers a range of information and support e.g. CV builder tool, to enable you to write your own CV to help with job hunting, along with careers advice, and:

www.gov.uk/browse/working/finding-job which offers a wide range of job hunting information as well as general benefits information.

T- Self-employed (setting up a business)

- **SAMEE-** Local Dorset charity specialising in supporting people with disabilities to set up and run their own business <https://samee.co.uk/employability-centre/>
- The **Princes Trust** has a range of services, including support to help you set up and run their own business, for young people aged 18- 30. Please see the link below:
<https://www.princes-trust.org.uk/help-for-young-people/support-starting-business>
- **Scope:** [Starting a business | Disability charity Scope UK](#)
- **Easy Read Business Guides** e.g. 'Your business idea':
<https://www.mutuallyinclusive.co.uk/self-employment.html>

U-Funding/Benefits Calculators

The government website: <https://www.gov.uk/browse/disabilities/benefits> , has information on a wide range of funding/money issues- you can use the search bar to look for information.

The government Disability Service Centre – offers information on a wide range of disability benefits <https://www.gov.uk/disability-benefits-helpline> e.g. **Direct Payments and PiPs**.

This government website specifically advises on funding for disabled children:
<https://www.gov.uk/help-for-disabled-child> e.g. transport funding, Disabled Living Allowance (DLA) for children, Disabled facilities grants, child tax credit.

Benefits Calculators

You can also use a **benefit calculator** to help you see what benefits you can get. You are advised to check this each year as you can get different benefits at different ages:

'Turn2us': <https://benefits-calculator.turn2us.org.uk/>

'entitledto': <https://www.entitledto.co.uk/benefits-calculator/Intro/Home?cid=b6d2c683-a46f-4882-b3a4-373c0531b879>

Citizens Advice: <https://www.citizensadvice.org.uk/benefits/>

DLA and PIP funding applications and support videos:

DLA (info and videos) <https://contact.org.uk/help-for-families/information-advice-services/benefits-financial-help/benefits-and-tax-credits/disability-living-allowance/tips-on-completing-the-dla-form/>

Diversabilities (Dorset Charity) Advice Team: [Disability Benefits | Advice Team](#)
— [Diverse Abilities | Dorset's Disability Charity | Children & Adults](#)

PIP (info) <https://contact.org.uk/help-for-families/information-advice-services/benefits-financial-help/benefits-and-tax-credits/personal-independence-payment/>

PIP (video) <https://www.advicenow.org.uk/know-hows/filling-pip-form-video-guide>

Funding, grants and financial support services-Dorset council

<https://www.dorsetcouncil.gov.uk/children-families/sen-and-disability-local-offer/financial-support-for-children-and-young-people-with-send/funding-grants-and-financial-support-services.aspx>

BCP information for Young People: Via: <https://www.upinbcp.co.uk/>
(including: a youth access calendar of locations, to get info and support)

V- Disability information (including Deputyships + Appointee's websites)

-Children's Disability Register- for BCP residents, linked to the council, to notify them that you may need future support. You can also claim a discount card for activities:

<https://fid.bcpccouncil.gov.uk/send-local-offer/information/childrens-disability-register>

DEPUTYSHIPS (Welfare Deputyships)- Information on how to access information and support for parents/carers.

In law all adults aged 18+ are deemed to have capacity and are therefore able to make decisions for themselves (e.g. money, options, housing etc), unless they have been assessed as being unable to do this (The Mental Capacity Act 2005).

Diversabilities offer information about this:

[Advance decision | Advice Team — Diverse Abilities | Dorset's Disability Charity | Children & Adults](#)

Deputies: make decisions for someone who lacks capacity' GOV.UK:
<https://www.gov.uk/become-deputy>

Appointee's: The person appointed by the DWP to manage benefits on behalf of someone else:

<https://www.gov.uk/become-appointee-for-someone-claiming-benefits>

Other useful information websites:

-Dorset Parent Carer Council

A local organisation with the aim of improving lives for families and carers of children and young people with disabilities. Good for local disability information e.g. transition and participation events.

<http://www.dorsetparentcarercouncil.co.uk/links>

-The Xchange- a Dorset based website offering news and information for families and carers of children and young people with additional needs. **-The Xchange - Dorset Council**

-BCP Parents Carers Together:

<https://www.parentcarerstogether.org.uk/about-us/>

SCOPE - A national organisation for people with disabilities offering information on transition, information from young people, sports and local support etc. Local and national information included. **Free Phone number: 0808 800 3333 (7 days a week)** <http://www.scope.org.uk/support/disabled-people/young-disabled>

Government information: <https://www.gov.uk/browse/disabilities> - A government website containing information on all aspects of daily life and living, including education, health, social care, benefits etc. And: <https://www.gov.uk/rights-disabled-person> which covers disability rights in the areas of employment and education for example.

Transition Information Network (National organization):

<https://councilfordisabledchildren.org.uk/about-us-0/networks/transition-information-network>

Disability Rights UK(National organisation): <https://www.disabilityrightsuk.org/>

-A website offering information on: benefits, careers, education, independent living etc, and helpline numbers for:

-Disabled Students Helpline

-Equality Advisory and Support Service (EASS)

-Personal Budgets Help Line

Citizen's Advice (National service with Local offices):

<https://www.citizensadvice.org.uk/> a general website offering information on: benefits, education, work, discrimination, housing, health, tax etc.

E.g. Benefits: <https://www.citizensadvice.org.uk/benefits/sick-or-disabled-people-and-carers/>

CarersUK: A website offering a wide range of information for parents/carers e.g. claiming carers allowance, fact sheets on a range of subjects, direct payment information etc. <https://www.carersuk.org/help-and-advice>

Diversabilities- Dorset based care and family support/advice service for children and adults: via Diverse abilities and their children's team workers who offer a range of services e.g. overnight and day short breaks, youth clubs, play sessions, holiday activity project, care in the home and community:

- <https://diverseabilities.org.uk/children/> for children and young people
- <https://diverseabilities.org.uk/adults/> for adults

Information for young people and families in Hampshire –is via the **Family information and services hub:**

<https://fish.hants.gov.uk/kb5/hampshire/directory/home.page>

W- Health Information

An essential part of preparing for transition/leaving school (and part of Preparing for Adulthood (PfA) agenda), is understanding how you are going to manage your health needs/therapies, when you leave school.

This may include: your medication, regular health check-ups and management of your condition(s), therapies, fitness, good mental health, and nutrition. It is recommended that you 'build in' time within your week, to meet your health needs e.g. therapy and fitness/exercise.

School therapy staff will work with you and your family/carers to make sure that you are aware of how to access therapies in the community, to ensure you stay as healthy as you can. Health and fitness should be included in any transition planning you do, to promote wellness.

The **NDTi** website offers a range of information for managing your health for people with learning difficulties:

<https://www.ndti.org.uk/resources/annual-health-check-resources-guides>

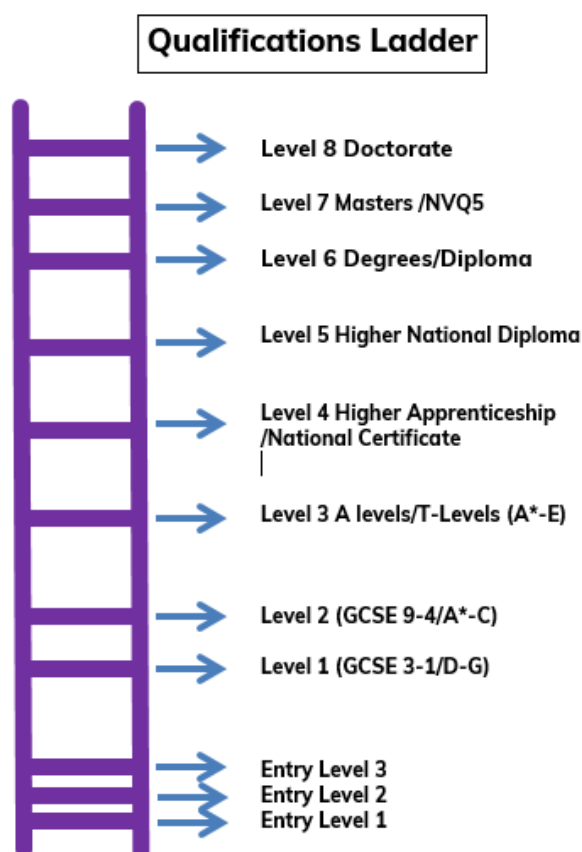
A useful website on health is found at: <https://www.dorsetcouncil.gov.uk/preparing-for-adulthood-transitions-in-health>

Other websites for people with disabilities include:

SCOPE- which offers information on a wide range of mental health support e.g. friendships, relationships & sex, holidays and leisure: <https://www.scope.org.uk/advice-and-support/>

MENCAP- <https://www.mencap.org.uk/advice-and-support/health>

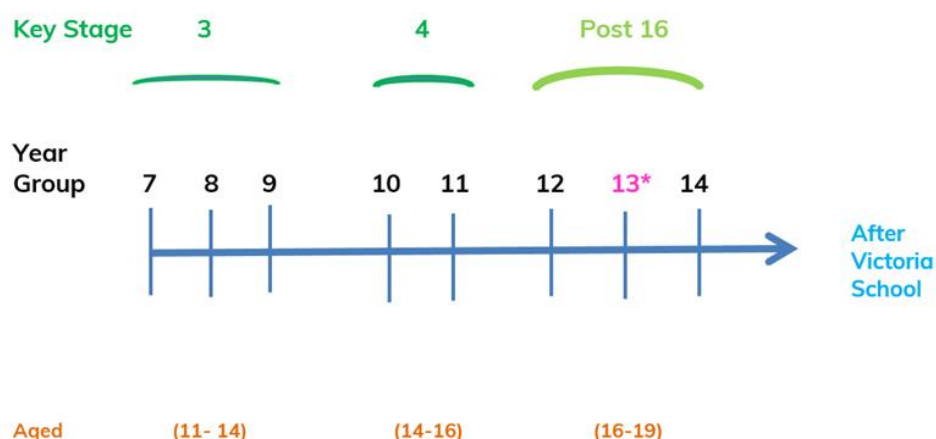
X- Qualifications Charts + GCSE grading chart + School time-line



GCSE- Grading System (Ofqual)

New grading structure	Current grading structure
9	A*
8	
7	
6	B
5	
4	
3	D
2	
1	
U	U

School Years Chart (time-line)



*18 years- earliest age you can leave education/training <https://www.gov.uk/know-when-you-can-leave-school>

Notes & Research: