



Spring Common Academy



Moving On-Options Preparing for Adulthood A Handbook for Parents and Carers 2017-2018

Spring Common Academy

Introduction

The purpose of this booklet is to provide basic answers to some of the most commonly asked questions about Spring Common Post 16 and about what happens as students become adults. As a parent this may be a worrying time, but this information should help put your mind at ease.

Every student's needs and family circumstances differ, so the information provided should be followed up by each individual with support from our Additional Needs Personal Adviser, the school and Social Services accordingly.

Each Autumn term, an open evening is held at the school when you will be able to gather information and ask questions of the various agencies who make provision for school leavers or provide advice. Parents and their children are strongly advised to attend this "Moving On" evening on **Wednesday 15th November 2017** but if this does not prove to be possible, you will find the information in this booklet and the agencies listed at the back very useful. Throughout this booklet, the term 'carers' can be substituted for 'parents'.



Students celebrating their achievements at the Post 16 Leavers Prom

in July 2017

Spring Common Academy

Questions and Answers

When can my son/daughter leave school?

From summer 2013, changes have been made to the age when young people are required to leave compulsory education in England.

Students currently in year 11 and below will be required to stay in education or training (including College), due to the raise in the participation age. In 2017/2018 young people will be required to stay on until the end of the academic year in which they turn 18.

The opportunities open to young people are:

- Full-time education, for example: school or college.
- Apprenticeships – these start at level 2
- Traineeships – these start at Level 1 (see page 26)
- To combine part-time education or training with employment; volunteering; self-employment for at least 20 hours a week.

If you would like further information regarding this please speak to your son or daughter's teacher, or discuss this during your son or daughter's EHCP meeting. You can also contact the Additional Needs Personal Adviser: Martine Simpson-Thomas: martine.simpsonthomas@cambridgeshire.gov.uk

There were big changes to Statements of SEN in September 2014

From September 2014, your child's statement transferred to an Education Health & Care Plan (EHCP). The threshold of need will be the same as for a statement. All students with an EHCP plan are entitled to full-time education up to the age of 19. This may take place at school within the Post 16 facility or, any time after 16, at a College of Further Education such as Cambridge Regional College – Hunts Campus, dependent on your child's nearest college and transport needs (please refer to page 7 of the Moving on doc). A young person with an EHCP may continue to be educated in post-19 provision as long as there continues to be courses they can progress onto.

Every student's needs should be discussed individually and we are only too happy to give advice and be as flexible as possible in terms of what we can offer. The final decision is yours.

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What are the choices open to my son/daughter at 16+?

Please see the Cambridgeshire County Council booklet enclosed at the back.

Why stay on to the Post 16 (sixth form) at Spring Common Academy?

Some parents and their son / daughter may feel they are not quite ready to leave the school environment at 16. Difficulties with communication, social skills, independence and personal organisation may mean a student has not yet sufficiently developed the skills at 16 to cope within a new setting such as a College of Further Education. However, moving onto the Post 16 (sixth form) department for 1, 2 or 3 years allows a student to continue to develop these skills, show further progression with the Functional Skills of Literacy, Numeracy and ICT and gain in maturity and confidence.

The Post 16 area is separate from the rest of the school and comprises of 3 teaching areas, a Physio/Sensory room, a stylish common room and outdoor space to allow greater opportunities for personal development, leisure activities and independence. Post 16 also have extensive use of the adjoining Life Skills suite and the new Spring Common Academy shop and Polytunnel.

The 16 – 19 curriculum provision has been developed to extend the range of accreditation, college links courses and vocational opportunities (through Enterprise and Work Experience) available to learners. Please refer to Spring Common Academy pathways document on next page.

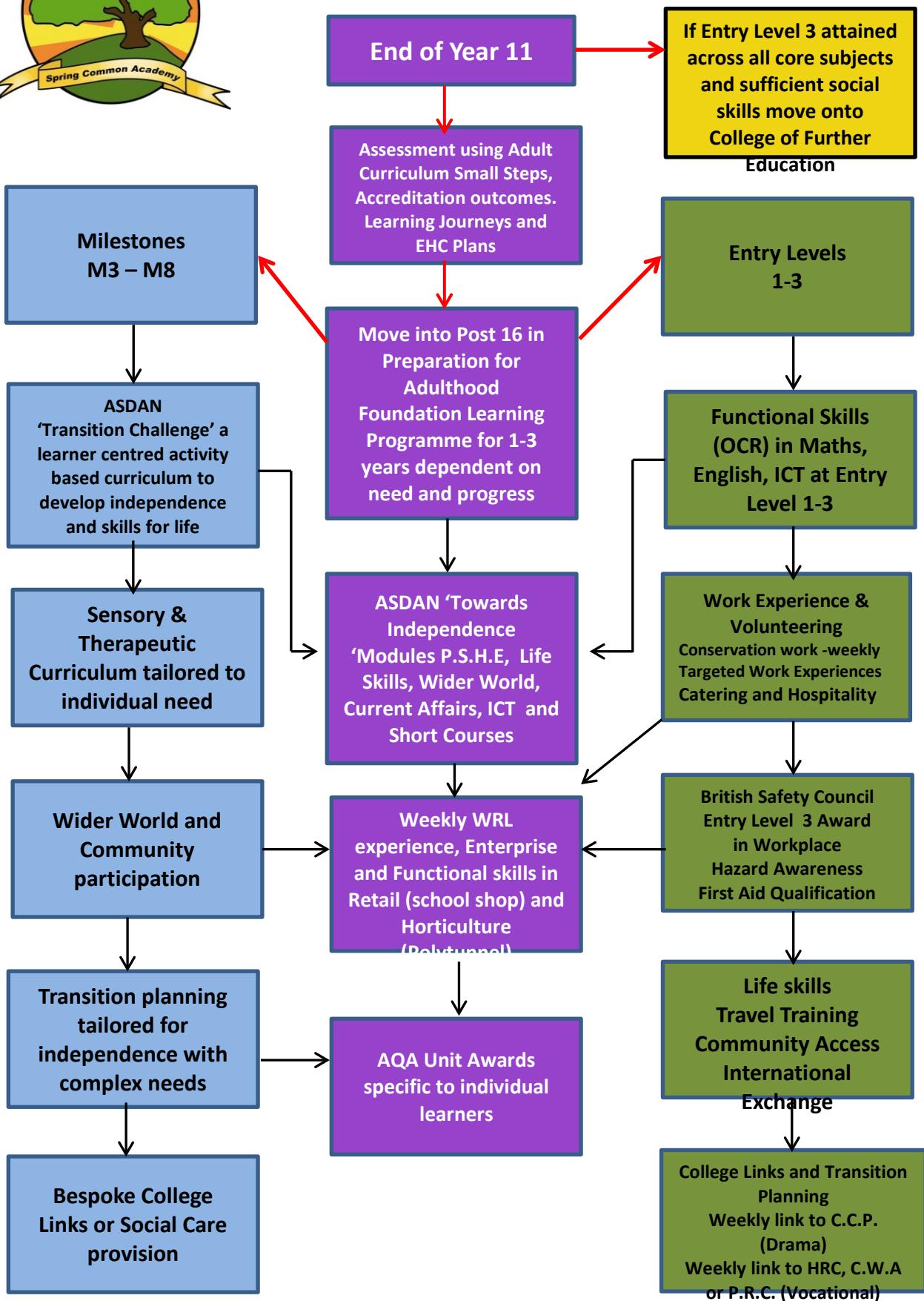
This will enable students to leave Spring Common Academy Post 16 (sixth form) with a range of transferable skills in Numeracy; Literacy (including communication); ICT; Personal Care; Morals, Culture & Ethics; Physical, Social & Emotional Wellbeing; and Leisure Skills. A set of Skills for Life.



Students using the outside area and the Post 16 Common Room



Spring Common Academy Post 16 Pathways



Spring Common Academy

What can you enjoy as a member of Post 16 at Spring Common Academy?

Francesca

I like the Common Room and everything in Post 16. Going to Belgium was amazing.

Callum D

I like all my new class friends, doing different lessons and travel skills on the public bus.

Gabbi

Likes being with my friends in the Common Room.

William

Likes going to College to do Creative Media and Construction Skills.

Bradley

Likes that everyone is kind.

Katy

Likes going out into the community.

Ollie

Likes being more independent.

Charlie

Likes accessing the community and Senior Games.

Spring Common Academy

What can you enjoy as a member of Post 16 at Spring Common Academy?

Harry

Likes going out to different places in the Community each week.

Jordan

I like going out and particularly like volunteering at Godmanchester Nature Reserve on Wednesday mornings.

Israel

Enjoys the common Room and Sensory Garden.

Freya

I like all the different lessons and going to college on Fridays.

Jessica

Being more independent and doing more mature things like the Impressions Gym for Senior Games.

Maddison

It's fun and interesting, as you go to different places.

Thomas

Likes doing College Links at City College Peterborough and CRC - Huntingdon Campus.

Spring Common Academy

How do we prepare students for adulthood and leaving school?

When pupils enter Key Stage 4 (their fourth year in the Upper School), they move into the 14-19 phase of learning. The teaching of basic skills in Literacy, ICT and Numeracy is central to the curriculum. Some pupils in Key Stage 4 will complete Entry Level Certificates in the core and foundation subject areas, whilst others may gain Qualifications in individual curriculum areas. However, some lessons begin to take on a more practical focus and concentrate on aspects of learning such as life skills, social skills and independence skills. More emphasis is placed on thinking for themselves and coping in real situations, including the wider world and international links/visits. All students participate in work related learning and enterprise activities including experience of work.

In Post 16 our offer incorporates elements of Foundation Learning and many pupils follow courses in Functional Numeracy, Literacy and ICT (accredited by OCR) and Vocational qualifications at Entry Level. Others students follow the ASDAN accredited course-Towards Independence, Transition Challenge and the AQA Unit Awards. Our Post 16 provision offers each student a tailored personalised curriculum. Our aim is to enable all of our students to reach their potential and to prepare them for adulthood and life after school. Preparation for leaving school will be dependent on individual need.

All our students will leave having gained accreditation in Literacy, Numeracy, ICT, PSHE, Citizenship and Life and Work Skills. In their last year at school all students will receive these nationally recognised certificates at Entry or Pre-Entry Level. All students will receive a Portfolio of Achievement describing their personal qualities and experiences and listing their vocational and educational achievements and qualifications.



*Students experience different work environments on targeted work placements
and participate in the International Enrichment Programme in Belgium.*

Spring Common Academy

How do you prepare students for College?

During Key Stage 4 and Post 16 students will visit local Colleges and experience taster sessions within different College environments. Some may also visit social firms within the area.

At least one day a week most Post 16 students go off site to access local College facilities e.g. Cambridge Regional College – Hunts Campus and some to City College Peterborough, and College Of West Anglia for vocational training and Further Education links courses. These accredited courses may range from Retail Experience, Horticulture, Construction, DIY skills, Personal presentation, Drama and Theatre Workshop, thus providing opportunities for students to gain valuable qualifications and make informed choices about further options available.

Students may also develop independent travel skills by regularly using a train or public bus as part of their independent travel training to different locations within the community. Travel training will also be continued at college but it is also useful for parents to practice this with their son or daughter if appropriate.

These activities all prepare students and College staff for a smooth transition process beyond school.

What other help do they get with developing their future?

The Additional Needs Pathway Adviser (ANT), Martine Simpson-Thomas, can assist Year 11 & Post 16 leavers and their parents in the Transition process during the annual review meeting/Moving on events/Parents events/information and advice mornings and targeted work with individuals only if this is felt necessary.

As part of the Personal Development curriculum, our pupils are encouraged to examine their likes, interests and strengths. Workplaces, Further Education Colleges and Social Firms are visited and students become familiar with some of the local facilities they may wish to access, once they have left school. In doing this; they are also able to start finding out about the opportunities available to them.

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Moving On Evening- Wednesday 15th November 2017

Every year in the Autumn term all the upper school students and their parents are invited to attend 'Moving On Options', an information evening held at school (combined with Parents Evening). Here they will meet the Additional Needs Pathway Adviser, and representatives from Colleges of Further Education, Training/Social Enterprise Providers, Social Care Provision, Learning Disabilities Partnership Young Peoples Team and various other organisations who are only too pleased to answer individual questions about all aspects of leaving school. The object of this evening is to put parents and students directly in contact with the very people who run services for school leavers. This is a very informative and useful evening; so do please attend as it is never too early to explore future options.



Who pays for my child's further education?

See the Cambridgeshire County Council booklet enclosed for more information.

How will my child get to college if attending full time or part time?

See the Cambridgeshire County Council booklet enclosed for more information.

Is there any financial support for my child to continue in education?

See page 32 of enclosed booklet.

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What happens to Child Benefit when my child leaves school?

See page 32 of enclosed booklet.

How long do College courses last?

This can vary depending on the College course attended. Open evenings are held each year and information on learning support may be obtained. Parents and students are encouraged to attend these. (Dates for Open Days this year are in the enclosed booklet on page 44).

Students attending a full time college course will be given information and guidance as part of their course as well as work experience opportunities. If employment is a desirable option at the end of training or college, Additional Needs Pathway Advisers and the Job Centre will be able to advise on individual cases, and this will be discussed during the Annual Review process at College.



Students experiencing Vocational opportunities on College Links courses

Spring Common Academy

Enterprise Activities



What is 'supported employment'?

There are 2 different types of supported employment. Additional support can be funded by the job centre for young people with a disability in a paid job. There are also a number of social firms who provide employment type activities. The Additional Needs Pathway Adviser and Job Centres have specialist Advisers and Work Coaches who may be able to help. For more information please refer to page 30 of the enclosed booklet.

What are 'Traineeships'?

A traineeship is an education and training programme with work experience that prepare young people from 16 to 24 years for their future careers by helping them to become 'work ready'.

Young people may need traineeships to build on English and Maths and work preparation to move on to employment for apprenticeships.

Training organisations have an important role with linking the traineeship with local employers who can offer the work experience placements and encourage young people to engage and participate.

<https://www.gov.uk/government/collections/traineeships-programme>

My child is not likely to be able to hold a job of any sort due to their learning disability. What financial help will he/she get?

See Finance pages on page 32 and Social Care on page 35 of enclosed booklet

Spring Common Academy

My child has received respite care whilst attending school. Will this continue after he/she has left?

Children's Disability Services will work with children with learning disability up to 18 years of age and will complete an Adult assessment ready for when the Young Adults team will then take over and continue to support the young person up to 25 or as needed.

If eligible, Post 19 respite resources are currently provided through a Direct Personal Budget or by Adult Services directly – see social care section in the enclosed booklet, Page 35.

We might like to apply for a long-term care placement for our child. How do we go about this?

If your child wants to leave home or go into supported living you will need to talk to your social worker or Adult Support Co-ordinator. If you do not have a social worker/care manager the school will have a referral form, or contact: Adult Services Contact Centre if young person is over 18 years: 0345 045 5202 or Cambridgeshire Children services Contact Centre if the young person is under 18 years on 0345 045 5203

If you wish to plan for your child to go straight into long term care when school or college finishes, it is essential you make your wishes known to them well in advance, as the planning and preparation for this requires a great deal of time. See page 35 of enclosed booklet.

We hope you have found this booklet useful. Leaving school is a major step for both students and their families and every single circumstance is different. If you have any further queries concerning your child's future, please do not hesitate to let us know at school and we will be able to help by putting you in contact with the right people.

Judith Ledwith

Post 16 Preparation for Adulthood Manager



‘Moving On’

Options for School Leavers
with Additional Needs

Information for Parents & Carers

Produced by the 14-25 Additional Needs Team

Last Updated October 2017

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Introduction

This booklet provides basic information about the choices young people will have when they leave school. Educational options are broken down and listed by level. Your son or daughter's school and their Additional Needs Pathway Adviser will be able to advise you which levels to look at. However, please be aware that the colleges will also need to complete their own assessments before confirming which course would be the most appropriate for your young person.

Information on some of the other key issues that will change for young people over the next few years is also addressed. This includes education transport, care needs, money and benefits. There is also information about what your son or daughter may be able to do when they have completed their education and are ready to move out into the world as adults; whatever level of support they may need to do so.

This document **does not** currently include:

- Options above Level 1 (GCSE at D-G grades)
- Higher Education and related benefits

There is a great deal of information about general options and courses as well as other information on www.youthoria.org

Please speak to your Additional Needs Pathway Adviser for further information (contact details on p39).

Please note that this booklet gives basic information correct at the time of printing. You are advised to check for details, amendments and updates before making any final decisions. If you would like us to add anything or find something that is inaccurate please contact a member of the 14-25 Adulthood Additional Needs Team (pg 39).

Moving On – Choices and Options

A young person can leave school on the last Friday in June if they'll be 16 by the end of August. However there is a requirement for all young people to stay in education or training until they are 18. This can include local schools, colleges, training, apprenticeships, and even includes part-time learning where a young person also has a job.

When your son / daughter leaves school they are likely to have some or all of the following options available to them, depending on their level of ability, independence and support needs:

- Full-time education at college
- Training – either 'work-based' or 'foundation learning'
- Employment – open, supported or voluntary
- Social Care Options: supported living, residential care, and community based day activities - could include day centres, part-time college, social firms, community leisure or sport/fitness activities

Many young people leaving school move onto full-time college programmes, a stepping stone to future options. This gives further time in education to build skills and qualifications and help prepare for work or independent living. It is less common for special school leavers to move straight from school into training or employment.

Most special school leavers will be able to go to college to continue to build on their skills and abilities. Some will do courses aimed at particular areas of work; some will do general employability courses, while others will focus on life and independence skills.

College courses tend to last one or two years, but it is common for young people to do one course and then progress onto another. Young people can stay in education as long as they are making progress and there are courses for them to progress onto. Once a course has been completed, it cannot usually be repeated. Special school leavers tend to be able to stay at college for between 2 and 4 years.

Young people may continue to get the support they need funded through the High Needs Funding Block in colleges.

Young people pay no course fees between 16 - 18 years. However, fees may apply from 19 years. Advice should be sought from individual colleges.

If, and only if, a young person's needs cannot be met by any of the existing college courses (within or outside the college) then it may be possible to apply for specialist funding so that an individual package can be built around a young person's needs and aspirations. This is often referred to as 'Individual Curriculum Solutions' and is offered through the local regional colleges.

If, and only if, a young person's needs cannot be met by either of these options, they may be able to go to an out of county specialist residential college.

There were big changes to Statements of SEN in September 2014

The Children and Families Act introduced changes to the ways in which children and young people with special educational needs and disabilities (SEND) are supported. From September 2014 all existing statements of special educational needs will gradually be transferred to Education, Health and Care Plans (EHC Plans) over a three year period in line with government guidance. The Education, Health and Care Plan is for children and young people aged 0-25 in learning. It focuses on identifying individual outcomes and puts children, young people and their families at the centre of the assessment, planning and review process. EHC Plans will have the same protection in law as a Statement of Special Educational Needs.

Further details on EHC plans and the process for transferring existing Statements can be found at www.cambridgeshire.gov.uk/ehcplan

The Local Offer

All Local Authorities, Schools and Further Education Colleges must publish their local offer. The local offer sets out the provision across education, health and social care for children and young people aged 0-25 with special educational needs and/or disabilities. The local offer will develop overtime and in consultation with parents, carers and young people.

Please visit :
www.cambridgeshire.gov.uk/localoffer

Qualifications and Levels explained

Schools, colleges and training providers use slightly different terminology when describing levels of achievement and qualifications. A young person usually needs to complete a full level before moving to the next level.

The new GCSE grading structure has come in to effect in 2017; English Language/Literature and maths will be the first to be graded from 9-1. Please look at the following link to explain this: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/596393/Grading_new_GCSEs_from_2017_v4.pdf

School Levels	Qualification Levels
A Levels	A levels Level 3 Qualifications
4 / 5 GCSEs at A*-C Be aware that new GCSE grading came in to affect in 2017. Schools tend to stop using National Curriculum levels to measure progress at this point.	4 / 5 GCSEs at A*-C (new GCSE grade 4-9) Level 2 Qualifications
4 / 5 GCSEs at D-G (new GCSE grade 1-3) National Curriculum Level 4 to 7.	4 / 5 GCSEs at D-G (new GCSE grade 1-3) Level 1 Qualifications Foundation Learning

National Curriculum Level 3	Entry Level 3
National Curriculum Level 2	Entry Level 2
National Curriculum Level 1	Entry Level 1/ * E1 achievement continuum

Performance Indicator 8 (P8)	Pre-Entry or Milestone 8/ E1 achievement continuum
Performance Indicator ...2, 3, 4, 5, 6, 7 .../ E1 achievement continuum	
Performance Indicator 1 (P1)	Pre-Entry or Milestone 1/ E1 achievement continuum

How do I know the level my son/daughter is working at?

In Annual Reviews of your son or daughter's Statement /Education, Health and Care (EHC) Plan and/or at the end of each year in their school report, you will be provided with information about the level your child has achieved in each of the curriculum subjects.

The majority of students from special schools will be working between the P Scales /Milestones and National Curriculum Level 3 or Entry Level 3. The majority of courses offered by our Area Special Schools are within these levels.

Foundation Learning

Foundation learning includes all qualifications and courses between Level 1 and Entry Level 1. Within foundation learning courses colleges are more likely to be able to support young people to learn different things at different levels. This means young people get a longer time to work on areas of weakness without it preventing them making progress in the areas they are interested in.

Level 1

These are for young people who have secure maths and English skills and are likely to be able to achieve a full Level 1 qualification, usually within one year, including Maths and English. Most special school leavers would benefit from starting a course within a college's Foundation Learning Provision.

Pre-Entry and Entry Level Courses

These courses are often suitable for young people with learning difficulties and disabilities, especially if they have achieved at Entry Level, but not at GCSE level. Entry Level 3 courses are also offered as an introduction to some vocational areas and are a good starting point. They are often completed by young people who have achieved some GCSEs at lower grades.

*E1 Achievement Continuum

The qualifications have been developed for learners working between P Levels 1-8 and Entry 1 to have their achievements recognised within a qualification framework. They can be undertaken in schools, colleges, residential centres, training providers and independent provision

This tool allows providers to report achievement against the 10 stage Entry 1 achievement continuum. This continuum allows learners to demonstrate very small steps of progress and enables providers to differentiate between the levels of achievement of learners working within and below Entry 1.

Important

Full-time college is typically 16 hours a week, which is roughly three days a week. Please talk to your Additional Needs Pathway Adviser (pg 39) and/or your Social Worker on how a young person's week might look once they move on to further education from school.

College courses

Cambridge Regional College

Level One

- Cert/Dip City and Guilds Work Based (Land Based) Operations at Milton Country Park
- Edexcel BTEC
- Certificate/Diploma (Art & Design)
- Diploma in Beauty Therapy
- Certificate in Business & Administration
- Skills for Business
- Certificate in Introduction to the Hospitality Industry
- Diploma in Professional Cookery & Hospitality
- City & Guilds Diploma for IT Users
- BTEC Certificate/Diploma in Construction
- Diploma in Bricklaying
- Diploma in Carpentry & Joinery
- Diploma in Painting and Decorating
- Diploma in Plastering
- Building Services Studies - Plumbing & Heating
- Building Services Studies - Electrical Installations
- Certificate in Performing Engineering Operations
- Diploma in Vehicle Maintenance & Repair
- Introduction to Hairdressing & Beauty Therapy
- CACHE in Caring for Children
- CACHE Introduction to Health & Social Care
- Certificate/Diploma (Creative Media Production)
- Diploma in Hair and Media Make-up
- Edexcel BTEC Certificate/Diploma Performing Arts (Music)
- Edexcel BTEC Certificate/Diploma (Performing Arts)
- Certificate/Diploma in Public Services
- Certificate/Diploma in Sport & Active Leisure

Foundation Courses

- Young Options
- The Prince's Trust Team Programme (12 weeks Full-Time)
- Skillbuilder- p/t programme for NEETs learner

Entry Level 3

- Progression Programme
- Supported Internships (New to Work)
- Introduction to Hairdressing & Beauty Therapy
- Certificate in Introduction to the Hospitality Industry
- Diploma in Introduction to Vehicle Technology
- Introduction to Hairdressing & Beauty Therapy

Entry Level 2

- Progression Programme

Entry Level 1

- Learning for Life (Full-time)
- (Skills Matrix (part-time) options)

College courses

College of West Anglia (CWA)

A 'Bridge' course can help you cross the gap between where you are now and where you want to be. They cover pre-entry and entry levels.

Bridge to Independence

- Finding Independence (King's Lynn & Wisbech)
- Developing Independence (King's Lynn & Wisbech)
- Becoming Independent (King's Lynn & Wisbech)
- Moving on to Independence (King's Lynn & Wisbech)

Bridge to Education

- Bridge to Education (King's Lynn & Wisbech)
- Bridge to Hair & Beauty (King's Lynn)
- Bridge to Motor Vehicle (Wisbech)
- Bridge to Construction (Wisbech)
- Bridge to Art & Design (King's Lynn & Wisbech)
- Bridge to Business, IT (King's Lynn & Wisbech)

Bridge to Employment

- Developing Workskills- Entry and Level 1 (King's Lynn & Wisbech)
- Pathway Project –Entry and Level 1(QEH Hospital, King's Lynn)

Bridge to Engagement

- Initial Engagement (Providence Street)
- Developing Engagement (Providence Street)
- Engagement & Progression –Level 1 (Providence Street)

Providence Street is an external site in King's Lynn offering specialised and separate provision for students not able to access the college's main site.

King's Lynn Campus

Entry Level 1

- Brickwork
- Bridge to Art and Design
- Bridge to IT
- Business and Tourism
- Care and Childhood Studies
- Carpentry and Joinery

- Engineering Skills
- English for Speakers of Other Languages (ESOL)
- Hospitality
- Introduction to Hair and Beauty
- IT
- Motor Vehicle – Service and Repair
- Plumbing
- Sport – Coaching and Fitness (Sport campus)
- Uniformed Services

Wisbech Campus

Entry Level 1

- Bridge to Art and Design
- Care and Childhood Studies
- Carpentry and Joinery
- Brickwork
- Engineering Skills
- English for Speakers of Other Languages (ESOL)
- Introduction to Hair and Beauty
- IT
- Motor Vehicle – Service and Repair
- Painting and Decorating
- Plumbing
- Social and Enterprise Activity (SEA)
- Uniformed Services

Cambridge Campus

Level One

- Land Based

Entry Level 1

- Stepping Out (Landbased)

Shuttleworth College (part of Bedford college)

Level One

- Land-based studies Introductory

College courses

- Animal Care Introductory
- Gateway to Progression Course (taster-sessions)

Bedford College (Caudwell Street)

Foundation Skills programme

If you have just left school and have a learning difficulty or need extra support to help you improve your prospects and progress to further study or a career, this flexible programme will enable you to choose a range of subjects that best suit your individual needs and interests. This course is specifically designed for 16-18 year olds.

Entry requirements

You do not need any qualifications or experience to start this course, but you must have evidence of good attendance at school.

Course content

During this course you can study a variety of topics depending on your ability and long-term aims, including:

- English and maths
- Community
- Independent living skills
- Enterprise
- Tutorial and PSHE
- Work preparation
- Undertake a supported work placement arranged by our dedicated Employment Co-ordinator
- Access a vocational option that includes: Art & Media, Childcare/Health & Social Care, Carpentry, Motor Vehicle, Animal Care, Drama, Catering and Business.

Assessment methods

Most subjects are continually assessed and you will need to keep a portfolio of your work, which will be examined by external verifiers.

Further study and career options

This course will significantly increase your options and you may go on to work-based training or continue your education/training at Bedford College.

Additional information

This is a full-time course which runs over three years, dependent upon your ability level upon entry. The course starts in September of each year and you will need to attend college four days a week. To take part in this course you will be required to pay a fee of £30 towards any trips

Cambridge Regional College Huntingdonshire site.

(formerly Huntingdon Regional College)

Level One

- Diploma in Hairdressing
- Diploma in Beauty Therapy
- Diploma in Art and Design
- Diploma in Caring for Children
- Diploma in Construction: Multi-Trade
- Diploma in Engineering
- Diploma in Electrical Technology
- Diploma in site Carpentry
- Diploma in Motor Vehicle

Foundation Courses (part of the SEND dept)

- Level 1 Award-Employability Skills
- Level1 Certificate- LEAP to Retail

College courses

- Level 1 Certificate-LEAP to Horticulture
- Supported Internship Developing Skills for the Workplace
- Bridge to Work

Entry Level 3

- Archway
- Certificate in Small Animal Care

Entry Level 2

- Preparation for Adulthood
- Aspire – Award in Enterprise
- Independence Skills
- Certificate in Small Animal care

Pre- Entry to Entry Level 1

- Aspire
- Independence Skills
- Learning about Life
- Certificate in Small Animal Care

Pre-Entry

- Gateway
- Gateway to Learning Transition GLT

City College Peterborough

Level One

- Diploma in Introduction to Health, Social Care and Childrens' and Young Peoples' Settings
- Introduction to Hair and Beauty
- Certificate in Construction Skills
- Diploma in Motor Vehicle Studies
- CACHE Award, Certificate and Diploma in Caring for Children
- Introduction to the Hospitality Industry
- Diploma in Business Administration
- Study Skills: ESOL
- Step up to your Success

Foundation Courses

- Study Skills: step up to your success

- GAPP
- Occupational studies

Entry Level 3

- Skills for Independence
- GAPP
- Step up to your Success

Entry Level 2

- Skills for independence
- GAPP
- Step up to your Success

Entry Level 1

- Skills for Independence
- GAPP

Peterborough Regional College

Level One

- Sports Leadership (Level 1)
- Hairdressing
- Beauty Therapy
- Certificate in Beauty Therapy with ESOL
- Diploma in an Introduction to hair and beauty with ESOL
- BTEC Diploma in Public Services
- City and Guilds Certificate in Introduction to Culinary Skills
- City and Guilds Food and Cooking Food and Beverage
- Extended Certificate in Business, Retail & Admin
- Horticulture
- Cambridge National Diploma in IT
- Diploma in Bricklaying
- C&G in Carpentry and Joinery
- Diploma in Electrical Installations
- CACHE Diploma Introduction to Health, Social Care and Childcare
- C&G Plumbing
- C&G Diploma in Basic Construction Skills
- Engineering
- IMI Diploma in Light Vehicle Maintenance
- Introductory Diploma in Sport and Recreation
- C&G in Travel & Tourism

College courses

- Diploma Applied Science
- Accelerate and Accumulate
- EAP Course
- Springboard

Pre-entry and Entry Levels

- Independent Living Skills
- Personal and Social Development
- Employability
- Enterprise
- Math
- English

Entry Level 3

Land Based qualifications

(which encompass: Horticulture, Horse or Animal and Level 1).

Area Special Schools

If your son/daughter is an existing student at an area special school you will have an opportunity to discuss the options available to your son/daughter at their review. Post-16 offers will be available on the UCAS website.

If your son/daughter does not currently attend an area special school then consideration for a post-16 place will be through the Annual Review of the Statement/EHC Plan.

Castle School Post 16

Castle School, Courtney Way, Cambridge, CB4 2EE, Tel: 01223 442400
head@castle.cambs.sch.uk

Castle 6th Form has 3 accreditation pathways that are based on pupil need. These are used to create individualised learning programmes with opportunities for personal development that can flow across the three pathways. Students have the opportunity to stay at the school for 2 or 3 years depending upon the path they choose or which is most suitable for them.

Pathway 1: Equals Moving On: for learners within Entry 1

This is a modular curriculum focusing on the following areas:

Communication, Numeracy, ICT, Science, Technology, Creativity, PSHE, Leisure and Recreation, Daily Living Skills and Work Related Learning.

Pathway 2: Life and Living Skills: for learners within Entry 1 and 2

This offers a range of units which can be selected to suit the particular needs and interests of the learner; these may focus on the following areas:

Communication, Maths, ICT, PSHE, Drama, Art, Music, Work Related Learning, Home Management and Leisure

-National Citizen Service (NCS). This year we are running a pilot for our Pathway 2 students within term time, its success we hope to build upon and run annually with NCS staff in the future years.

Pathway 3: Entry level and Functional Skills for learners within Entry 1 to 3 and beyond.

A range of qualifications in academic and vocational areas which may include

- Functional skills English (OCR Living Texts), Maths, ICT
- AQA PSD (Entry 1 to Level 1)
- AQA Work Related Learning (Entry 1 to Level 1)
- Entry level DT/ food Tech
- GCSE Art
- Young Leaders
- First Aid
- AQA awards scheme

Work related Learning: We offer a three year programme that starts with school based learning focusing upon services and products. In year 2, students then have the opportunity to attend supported group placements.

In the final year or sooner if they are able to access this, students are offered individual placements on a weekly basis across the academic year.

There is also a School Link Program with the College of West Anglia: NPTC EL2/EL3 Award in Skills for Working Life.

All students have the opportunity to participate in the:

- Duke of Edinburgh Award; Bronze and Silver.
- Community access and independent travel
- Bespoke transition planning for opportunities post 6th Form (education or social care)

Foundation Learning in School Sixth Forms

Granta School

Cambridge Road, Linton, Cambridge,
CB21 4JB, Tel: 01223 896890

office@granta.cambs.sch.uk ;

www.granta.cambs.sch.uk

- OCR Life and Living Skills Entry 1,2 & 3
- Duke of Edinburgh Award – Bronze, Silver and Gold
- Functional Skills: Maths, English and ICT
- Young Sports Leaders Award
- BTEC Level 1 & 2 Jamie Oliver Home Cooking course.
- City & Guilds NPTC Kills for Working Life Entry Level 1& 2
- Opportunities for Link courses with CRC and the College of West Anglia
- Opportunities for work experience with local businesses and social firms.

Highfield School

Downham Road, Ely, Cambs, CB6 1BD, Tel:
01353 662085, office@highfield.cambs.sch.uk

ASDAN Personal and Social Development offers imaginative ways of supporting young people in:

- Becoming more confident individuals who are physically, emotionally and socially healthy.
- Being responsible citizens who make a positive contribution to society and embrace change.
- Managing risk together with their own wellbeing.
- As well as introducing them to new activities and personal challenges

Asdan Personal Progress

- ASDAN Personal Progress is an Entry Level 1 approved qualification. It is made up of units which can be broadly divided into the following areas: Literacy/Numeracy/IT; Independent Living Skills; Personal Development; Community Participation; Preparation for work; Units particularly accessible for learners with PMLD.
- You can apply for this course through UCAS Progress. Add this course to your favourites so you can start making an application.

Meadowgate Academy Post 16, Special School

Wisbech, Cambs. PE13 2JH. Tel: 01945

461836 Fax: 01945 589967

office@meadowgate.cambs.sch.uk

Meadowgate School's Sixth Form works on 3 distinct years, building skills with a focus on generalising and applying those skills to adult life. Students benefit from programmes of study based around their individual needs. Our PMLD students have access to the school's light room, hydrotherapy pool and technology base to focus on building their skills in communication, social, motor and cognition. Our ASD students follow an individualised timetable using the TTAP system to build a personal profile of their vocational skills.

In Year 12 students study:

- OCR Life and Living Skills (Communication, numeracy, ICT and PSD)
- Link course with the College of West Anglia: NPTC EL2/EL3 Award in Skills for Working Life
- Weekly vocational session, choice of media, arts and design or home management accredited through OCR Life and Living Skills.
- Community based work incorporating road safety awareness.

In Year 13 students study:

- OCR Life and Living Skills (Communication, numeracy, ICT and PSD), aiming for a Diploma at EL1 – 3.
- Functional Skills English and Maths at EL1.
- Have a work placement at Tesco / Budgens / Halfords / Children's Centre one day a week.
- Weekly vocational session, choice of media, arts and design or home management accredited through OCR Life and Living Skills.
- Weekly enterprise session to experience running their own business.
- Community based work incorporating independent travel and public transport.

Foundation Learning in School Sixth Forms

In Year 14 students chose a vocational option Motor Mechanics, Catering or Horticulture, taught in purpose built units which replicate a working environment. The catering option is housed in Bramley's coffee shop which is open to staff, parents and community groups.

Vocational qualifications offered include:

- IMI Award Introduction to Vehicle Technology Entry Level 3
- RHS Introductory Award in Practical Horticulture Level 1
- BTEC Introduction to the Hospitality Industry EL3/Level 1
- AQA Unit awards scheme
- In the afternoons, students study Functional Skills which is offered at EL1 – Level 2.

All students have the opportunity to participate in:

- National Citizen Scheme
- Police Cadets
- Work Experience
- Curriculum enrichment learning days
- Supervised overnight stays in the life skills bungalow
- Bespoke transition planning for opportunities post Sixth Form for both education and social care.

Spring Common Academy School

Spring Common Academy, American Lane, Huntingdon, Cambs, PE29 1TQ. Tel: 01480 377403 office@springcommon.cambs.sch.uk
www.springcommon.cambs.sch.uk

Entry Levels 1-3

- OCR Functional Skills; Maths, English, ICT.
- British Safety Council Entry Level 3 Award in Workplace Hazard Awareness
- First Aid Qualification
- College Links Programme one or two days a week eg. Thursdays 'Exploring Performance' at City College Peterborough and Fridays at HRC- Construction Multi Skills, Retail Experience, Creative Media, Hair and Beauty skills etc.
- Work Experience and Voluntary Work-One day a week placement-Conservation Work at Nature Reserve plus 10 days or more in own choice.
- Work Related Learning and Enterprise Course including Catering and Horticulture.
- ASDAN Towards Independence Modules-PSHE, Life Skills, Current Affairs, Short Courses
- Community Access and Independent Travel Training
- Students working at Milestones levels – Entry 1 have a personalised curriculum which includes:
- ASDAN Transition Challenge modules-range of curriculum areas
- Work related learning and enterprise skills including weekly experience of retail and functional skills in school shop/horticulture in Poly tunnel.
- AQA Unit Awards
- Community Access and participation
- Sensory/Therapeutic Curriculum tailored to individual needs
- Transition Planning tailored for individuals with complex needs eg bespoke College Link or Social care provision

Foundation Learning in School Sixth Forms

Samuel Pepys School

Post 16, Samuel Pepys School, Cromwell Road, St Neots, Huntingdon, Cambs, PE19 2EZ. Tel: 01480 375012, Fax: 01480 375014
office@samuelpepys.cambs.sch.uk

We currently have three Post 16 classes. A Bargroves Group (P8 and below) who are taught in a separate building situated on the main school site with access to specialist resources including a hydrotherapy pool, multi-sensory interactive learning environment (MiLE) and Literacy Lounge and two classes based at Ernulf Academy (a local mainstream secondary school) as part of our offsite provision.

Where students are placed and their accreditation route is dependent on what best meets their individual needs. These are examples of what may be offered across our Post 16 department

- Access to local sports and leisure facilities including One Leisure, Gym, Bowling
- Community Access and Independent Travel opportunities, including driving at Alconbury and using public transport
- Personal and social development is an integral part of our Post 16 offer and includes sex and relationships education and e-safety awareness.
- Transition Planning for students leaving school, including a Moving On event and access to local colleges and social care provision in line with student's Transition Plans.
- We place emphasis on functional, transferable learning opportunities. Using numeracy, literacy and ICT in functional settings to develop and transfer skills in preparation for life beyond school
- Work Experience opportunities in-house and in our local community
- Work Related Learning and Enterprise opportunities including Food Technology and Creative Enterprise.

Learning may be accredited through:

- OCR Life and Living Skills
- OCR Functional Skills in English, Maths and ICT.
- Duke of Edinburgh Award

Impington Village College

New Road, Impington, Cambridge, CB24 9LX Tel: 01223 200458
jwilliams@impington.cambs.sch.uk

Placements on the IDEAL course need to be agreed via the County Resourcing Panel. You will need to request the placement in your son/daughter's year 11 annual review.

- Specialist provision for students (post 16) whom have a Statement of Special Educational Need/EHCP is offered through the IDEAL course.

Independence and the acquisition of key life skills underpin all courses offered. Choices may include:

- ASDAN Personal Social Development Certificate in Life Skills (including an introduction to Childcare and Parenting)
- BTEC Performing Arts (Entry 3 and Level 1)
- BTEC Sports and Active Leisure (Entry 3)
- BTEC WorkSkills (Level 1)
- BTEC Home Cooking (Level 1)
- BTEC Art and Design (Level 1)
- English (Entry Level)
- Access to the range of International Baccalaureate certificates.
- Access to the range of A Level subjects offered.

Mainstream 6th form placements

For young people with a Statement of Special Educational Needs/Education, Health and Care Plan applications for a placement at the centres listed below can be made through the Cambridge Area Partnership process. If on going support will be required through the Statement / Education, Health and Care Plan the young person should contact their Special Educational Needs Casework Officer in the Statutory Assessment and Resources Team.

Cottenham 6th Form:

High Street, Cottenham, Cambridge, CB24 8UA
<http://sixthform.cvcweb.net/>

Tel: 01954 288 944

Email: office@cvcweb.net www.cvcweb.net

Art and Design

- Gateway Level 1 or WJEC GCSE (Level 2)

This is a course that will introduce you to a wide range of Art and Design making processes. We will refer to the work of numerous artists to inform and inspire your own creations. A course in Art and Design is a valuable asset for whichever direction you choose in the future. Come and see where your vision could take you!

Construction

Students who follow our Construction course will work towards two qualifications over one academic year. They are:

- Level 1 City and Guilds certificate/extended certificate in Construction Skills.

This programme of study provides learners with an initial experience in plumbing, electrical work, painting and decorating and also carpentry. Assessment is through written and practical tasks.

- Level 1 City and Guilds Health and Safety in a Construction Environment.

This qualification provides access to the CSCS safety card test at operative level and is assessed externally through an online test.

Child Care

- Btec Level 1 Award in Caring for Children and BTEC First Level 2 Certificate in Children's Care, Learning and Development
- Level 1: Students will develop some of the knowledge and practical skills that they will need in order to care for their own children or for children in a voluntary capacity, such as babysitting.
- Level 2: Through a combination of practical experience and written assignments, these vocational qualifications provide level 2 learners with the knowledge, skills and understanding needed for a career in the sector.

Creative Media

- Cambridge Technicals in digital media Level 1 and 2

Our dynamic media course examines the evolving relationships between media and culture within contemporary society. Pupils will learn to analyse the huge amount of media messages which they come across day to day.

Each vocational unit offers an opportunity for learners to improve their employability skills, and explore their own creative and artistic talents in a hands-on and supportive environment. The OCR technical qualifications in Media are high quality awards and nationally recognised. The unit choices include but are not limited to: graphic design, print, radio, television, advertisement, film, and animation.

All lessons take place in the Mac Media Suite where some of the software includes: iMovie, Comic Life, Garage Band, Photoshop as well as Google Apps for education.

Hair & Beauty

- Level 1, City and Guilds Certificate/Diploma (Introduction to Hair & Beauty Sector)

This course will help learners understand aspects of the Hair & Beauty sector and the skills required to work in this sector. You will

Foundation Learning in School Sixth Forms

engage in a range of practical opportunities connected to the sector including skin and hand care, plaiting and twisting hair and shampooing and conditioning hair.

- Level 2, City and Guilds Certificate/Diploma in Creative Hair & Beauty Studies

The certificate course includes a focus on the creative aspect of this sector with units such as, body art design, creating an image based on a theme within the Hair & Beauty sector but also

includes units such as head massage, styling and basic colouring hair. The Diploma course builds on the skills and knowledge learnt in the certificate course and further develops skills in basic cutting, colouring using a range of methods and products, along with different waxing techniques.

Health & Social Care

- Btec Entry Level/ Level 1 Award in Health and Social Care and Btec Level 1/2 Award in Health and Social Care
- Level 1: Learners will understand the skills and knowledge needed to work in the sector and to develop practical skills in preparation for employment or progression to relevant higher level courses.
- Level 2: Through a combination of practical experience and written assignments, the qualifications provide learners with the knowledge, skills and understanding needed for a career in the sector or to progress onto relevant Level 3 courses.

Hospitality

- VTCT Level 1/Level 2 Award/Certificate in Hospitality

This qualification has been developed to provide an engaging and stimulating introduction to the world of Hospitality. The programme of study will build an understanding of the Hospitality industry. It covers a range of units, including:

- Introduction to the Hospitality Industry
- Working in the Hospitality Industry
- Food Safety and Health and Safety in Hospitality

- Planning, preparing, Cooking and finishing food.

L1 or L2 BTEC FIRST IN PERFORMING ARTS

BTEC Nationals in Performing Arts use a combination of assessment styles to give students confidence they can apply their knowledge to succeed in the workplace – and have the study skills to continue learning on higher education courses and throughout their career. The range of vocational assessments both practical and written – means students can showcase their learning and achievements to best effect when they take their next step, whether that's supporting applications to further education courses or potential employers.

Sport Studies

- Level 1, Edexcel BTEC Certificate/Diploma in Sport and Active Leisure

This course is for students who have an interest in and passion for the sport and fitness industry. Students will have the opportunity to study different topic areas such as; Taking Part in Sport; Assisting at a Sport and Active Leisure Event; Taking Part in Exercise and Fitness; Planning your Own Fitness Programme.

- Level 2, Edexcel BTEC Certificate/Extended Certificate/Diploma in Sport Studies

This programme is designed for those wishing to take the first step in preparing for a career in the sports industry. You study two core units - Fitness for Sport and Exercise and Practical Sport. Then to complete the course, you are required to study 2 units from the following list; The Mind and Sports Performance, The Sports Performer in Action, Training for Personal Fitness, Leading Sports Activities. Fitness for Sport and exercise is assessed as an examination under controlled conditions and assessed by the examination board. All other assessments are carried out through coursework internally.

Individual Curriculum Solutions

Within Cambridgeshire, Individual Curriculum Solutions (ICS) may be offered to young people aged 16-25 with complex or multiple learning difficulties and/or **disabilities if ,and only if, other options have been explored and found to be not appropriate and subject to submission to and approval by Local Authority funding panel**

The (ICS) funding enables the young person to study at a Further Education College/or at an alternative setting under the oversight of a FE. College, with a bespoke programme that meets individual needs built around them. Their levels of study, interests and skills will all be taken into consideration.

The local colleges that offer access to Individual Curriculum Solutions are:

Cambridge Regional College and Huntingdon site (formerly Huntingdon Regional College)– bespoke programmes both on and off site with outside providers, social enterprise firms and approved tutors.

Peterborough Regional College – bespoke programmes considered for young people with a range of Learning Disabilities and Difficulties.

College of West Anglia – Individualised programmes considered for young people with a range of Learning Disabilities and Difficulties.

Bedford College- Individualised programmes considered for young people with a range of Learning Disabilities and Difficulties.

Specialist Independent College Provision

If, and only if, a young person's educational needs are so complex that they cannot be met locally on existing courses or through Individual Curriculum Solutions (and we have enough evidence to prove this), an application can be made for funding for a specialist residential college out of county. Funding for out of county provision has to be agreed by the Local Authority through a formal panel submission process.

It is expected that the needs of the majority of young people will be met through local Further Education provision. However, if this is not possible, consideration for placement at an independent specialist provision may be explored by the Local Authority. For further information regarding this process please contact your Special Educational Needs Casework Officer.

Social firms and other inclusive organisations

There are a number of organisations within Cambridgeshire set up by partnerships involving charities, local colleges and businesses. They provide vocational training and work-related activities for people with some sort of disability or disadvantage. Accreditations for young people are offered at entry levels 1-3 in vocational and life skills.

For young people, attendance is normally funded through a college or could be part of an Individual Curriculum Solutions package. For adults, attendance is normally funded by social care or from a person's own benefits.

Training opportunities range from cycle repair to catering, horticultural, IT, arts, crafts and ceramics, drama and performance, retail, printing, music technology, music, woodwork, recycling and customer service skills. The learning opportunities include social skills and personal development, independent living, portfolio building and careers advice and guidance.

It is possible to work towards nationally recognised qualifications. Help will then be provided to move on to a different learning or work opportunity, paid or voluntary as appropriate.

Bedazzle Expressive Arts –

Bedazzle Expressive Arts –performance, communication, art & design courses for all abilities.

www.bedazzlearts.com T: [07841 990611](tel:07841990611)

E: dbedazzle@gmail.com

Courses, events, workshops across the region including small group and individual curriculum

provision. Complementing schools and colleges, Bedazzle is an exam centre offering Arts Award (Trinity College, London), AQA Units, LAMDA. Bedazzle specialises in devising specific tuition through project work for individuals and can include numeracy (up to Level 2), literacy (all levels), humanities and life skills.

Noise Solution-

T: 0794 9977750 Simon Glenister

<http://www.noisesolution.org>

Specialising in motivating those other agencies may be struggling to engage with Noise Solution is statistically significant in improving wellbeing and confidence, Noise Solution pairs professional musicians with participants whatever their musical experience. Starting in the home then moving to a commercial studio, over 10 weeks musical achievements are captured and shared through a digital platform. Family and professionals are invited to contribute to the platform through comments. Through this capturing and sharing of success, we see transformative results in confidence and well-being. Students can achieve level 1 and 2 Arts Award qualifications. This is something that can be used as part of the ICS package (pg 18)

Branching Out (Littleport) – Social and work development for individuals with learning disabilities

27 Grange Lane, Littleport, Ely, Cambridgeshire. CB6 1HW. T: 01353 863221

Branching Out support adults at risk with learning disabilities in a variety of fun work experience and social activities in a day provision setting to inspire a quality workforce to create enjoyment in social care. Users are given a choice of the types of work experience they would like to do and are regularly consulted to see if they would like any changes.

Activities include: cooking, upcycling furniture, shop window displays, making craft items to sell in our charity shops, retail experience,

Employment

gardening, general DIY skills and various community based activities.

Fees are: £29.30 per half day session or £58.60 per day. In addition they can supply individual support at an extra charge of £17.17 per hour. We provide transport subject to availability to access our services from the local area (at no further charge). For further details contact reception@branchingoutuk.com

Burwell Community Print – Print finishing service

The Causeway, Burwell, Cambridge.
CB25 0DU. T: 01638 613102

info@burwellprint.co.uk

www.burwellprint.co.uk

Burwell Print has been established for 28 years. We support 30 adults with learning disabilities and people attend for one or two days each week. We provide real work experience and training across all aspects of the organisation including the use of print and print finishing machines and equipment, reception duties, customer service and the publicity and promotion of Burwell Print. The fees are currently £45.32 per day. For more information or to arrange a visit please contact Sue Anderson on 01638-613102 or email sue.anderson@burwellprint.co.uk

Camtrust (Impington)

22 Cambridge Road, Impington, Cambridge
CB24 9NU.

T: 01223 236786

E: info@camtrust.co.uk

www.camtrust.co.uk

Camtrust is a charity offering a range of learning and leisure activities for adults with learning and physical disabilities as well as mental health issues. Short courses on employability skills and office administration are available but young people can also try their hands at cooking, baking, retail at pop-up sales, working in the local café, producing the quarterly magazine and bicycle maintenance. Camtrust

operates Monday through Thursday, 9.30 am – 3.30 pm.

As a partner in the new 3 year BBO/ESF Communications Connections South project, Camtrust is also able to offer short vocational training and work experience programmes designed to help people with disabilities who want to make steps towards employment and need support to achieve their goals. Open to people who are unemployed, economically inactive or socially isolated - free to those who meet the eligibility criteria.

For more information or to arrange a visit, please phone (01223 236 786) or email info@camtrust.co.uk

Darwin Nurseries (Teversham)

Darwin Nurseries, 5 Quay Water, Newmarket
Road, Teversham, Cambs CB1 9AT
T: 01223 293911

Training in work skills in a therapeutic environment with experience in animal husbandry and retail, within the context of a small business.

Facet (March)

21 Marwick Road, March PE15 8PH
T: 01354 655080

FACET offers adults with learning and other disabilities accredited courses in employability, retail and enterprise and accredited/non-accredited courses in ILS, hospitality and catering. There is also a huge range of non-accredited courses including drama, English and nature plus work experience in horticulture and woodwork. FACET is also a partner in BBO/ESF Community Connections project and offers a Breaking Barriers to Employment course which is free to those who meet the eligibility criteria details of this can be obtained by calling the centre.

Employment

Hope Social Enterprises (March)

“HOPE Social Enterprises LTD Unit 11, Glebe Road, Huntingdon, Cambs PE29 7DY

T: 01480 428355 E: hope@luminus.org.uk

Web: www.luminus.org.uk

HOPE Social Enterprise is the Luminus commitment to improving peoples life chances offering opportunity to access work whilst improving the local community.

HOPE Shop sells pre-loved and re-loved furniture and household goods at affordable prices. Profits from the shop are put back into helping the local community by supporting those who find themselves unemployed back into work, by developing their skills and improving their confidence.”

The K9 Project

Contact Chris Kent 07552 462040

www.thek9project.co.uk

Working alongside ex shelter dogs the K9 project provides unique educational and personal development programmes for children, young people and adults of all abilities. K9 also has a café held on Thursday from 10am-3pm at the Community Centre (opposite Ely Cathedral)

The Green Team

California Road, Huntingdon, Cambs.

Offer opportunities to work in the Plant Centre, Woodwork Department, Garden/Grounds, Conservation and Creative Arts

Mencap Cambridge / Eddie's

Cambridgeshire Mencap, Edmund House, 9 Church Lane, Fulbourn, Cambridge.

CB21 5EP T: 01223 883130

A local charity, supporting children, young people, and adults with learning disabilities in lots of different ways.; including St Johns Catering College catering and hospitality course with related work experience, arts related activities, gardening projects and theatre arts workshops through Bedazzle.

Phoenix Trust (Milton) – Concrete and Wood Products

The Phoenix Trust (Milton) Ltd, Unit 8, Milton Trading Estate, Cambridge Road, Milton CB24 6AZ. T: 01223 420669

To advance the education of disadvantaged young people and adults with learning difficulties by providing sheltered work experience, training and opportunities to achieve qualifications.

The Papworth Trust – Centres at Huntingdon/Cambridge/Papworth

Bernard Sunley Centre (Head Office), Papworth Everard, Cambridge, CB23 3RG
T: 01480 357200

Tailored programmes for individuals with a range of learning difficulties and disabilities

Opportunities Without Limits – Sawston (part of The Papworth Trust)

Owl Centre, Pampisford Industrial estate, CB22 3EE. T: 01223 835329

Work, learning and leisure opportunities in the community for people with a range of learning difficulties and disadvantages.

Accredited vocational training and work experience in bicycle maintenance gardening, recycling, retail and catering in the OWL café.

Also offer: social skills training, weaving, IT, newsletter production, DIY skills, drama and production, art, sports and evening social clubs

The Prospects Trust Horticulture and retail

The Prospects Trust at Snakehall Farm – Farming, Gardening, Cooking, Conservation and Woodwork

Snakehall Farm, Swaffham Road, Reach, Cambridge, CB25 0HZ

T: 01638 741551

Employment

E: enquiries@prospectstrust.org.uk

W: www.prospectstrust.org.uk Facebook: Tilly Tractor

Red to Green (Options and Aspirations)

Red2Green, Harvey's Barn, Park End, Swaffham Bulbeck, Cambridge. CB25 0NA

T: 01223 811662 www.red2green.org
info@red2green.org

Programmes for over 16s with learning disabilities or on the autistic spectrum to help them achieve their goals in training, education, work, friendship or fun, **and shorter term modular projects**. Mini bus service. Half day options.

Advance: free support to get a job or volunteer role.

Aspirations: life skills for anyone with Asperger Syndrome or high functioning autism, and combined with severe behavioural issues.

Options: for a wide range of learning disabilities, focussing on independence, key skills, work experience and fun. [Popular activities inc bowling, music, sensory, keep fit, IT as well as horticulture, retail and work experience in our garden.]

Shorter term modular and respite courses inc relationships, employee/employers support, and traditional skills such as breadmaking, firemaking and more.

Rowan – Arts and Crafts Performance and Music

40 Humberstone Road, Cambridge, CB4 1JG.

T: 01223 566027

W: www.rowanhumberstone.co.uk

E: info@rowanhumberstone.co.uk

Find us on Facebook and Twitter:
@RowanCambridge

Are you interested in art, music or drama?
Then we could be the next right move for you!

Rowan is a Cambridge based arts centre and charity where people with learning difficulties work alongside artists in their choice of woodwork, ceramics, printmaking, textiles, mixed media and the performing arts.

As well as their own creative projects, students work on private commissions, exhibit their artwork and can take part in music and drama. Rowan is a friendly place, open 9am-3pm, 50 weeks of the year. Weekly half-day and full-day student places are available, If you are interested in becoming a student, get in touch to book a FREE taster.

Saxongate

Saxongate Centre, Bradbury Place, Huntingdon PE29 3RR, T: 01480 423053,

E: info@papworth.org.uk

The Papworth Trust Centre in Huntingdon offers a choice of activities for disabled people to have fun, learn new skills and do work experience.

Special Choices

5, Hall Close, Hertford, Pe29 1XJ

T: 01480 451 828, Mobile: 07702 596172,

E: specialchoicesltd@yahoo.co.uk

Sessions are held 5 days a week from 9.45am-2.45pm. They run a varied range of sessions from cooking, drama, music and art and craft. Special Choices now offers a transforming lives course to prepare each individual for independent living, they focus on money management, travel training, kitchen and cleaning skills, confidence building and volunteer job opportunities. They also now offer help with benefits and support in finding housing.

Huntingdon Mencap

(Based at Special Choices)

This offers Employment skills and education skills i.e food hygiene certificate/home cooking/life skills and travel training.

Reboot Cambridge CIC

Unit 9a, The Maltings, Millfield, Cottenham, Cambridge CB24 8RE T: 01954 253302

Employment

Reboot Cambridge Community Interest Company is a Not For Profit Company limited by guarantee, with a view to becoming a Social Enterprise. It is the latest incarnation of Reboot. Offering reasonably priced refurbished IT Equipment and repair services in the Cambridge area for over a decade.

The original project was aimed at providing work based experience and volunteering opportunities for people with Asperger's Syndrome but this soon grew to encompass those in long term unemployment and other members of the community

Switch Now: Changing Opportunities

Unit 13 Foundry Way, Eaton Socon, St Neots, PE19 8TR

Contact Mark Hawking 07518 795301 or Catherine Fairholm 07518 795370

Email markhawking@switchnow.org.uk or catherinefairholm@switchnow.org.uk

www.switchnow.org.uk

Switch Now offers a Further Education employment focused provision that supports trains and develops young adults (18 – 30) with learning difficulties and disabilities. Our goal is to enable young people (our co-workers) to become work ready, with the aim of progressing into paid, supported, voluntary or self-employment.

Switch Now offers a range of vocational on-site opportunities to engage in which includes, an enterprise wood/ craft workshop, commercial/ domestic training kitchen and a retail training facility. Included in Switch Now's provision is our successful training café, Switch Café, which is open to the public and is based offsite in the local St Neots area. We promote a variety of meaningful work placements, volunteer opportunities and engagement with the wider St Neots and Huntingdonshire community. Switch Now also offers externally accredited and non-

accredited vocational and employment focused qualifications to suit all levels and abilities.

These opportunities allow for our co-workers to have meaningful and fulfilling use of their time while they are at Switch Now. All this comes with high-quality support and appropriate guidance at all stages of a co-worker's time at Switch Now.

Switch Now also offers Switch Socials, promoting social inclusion and age-appropriate activities for young people (16 – 30 year olds) with additional needs. As part of our socials we hold a regular evening social group once a week during term time. We also hold social sessions during holiday periods to break up those long holidays!

Harry Specters Fine Chocolate

Unit 8, St Thomas place, Ely
Cambridgeshire CB7 4EX

E: info@harryschocs.co.uk,
[/www.harryschocs.co.uk/pages/social-enterprise](http://www.harryschocs.co.uk/pages/social-enterprise)

T: 01353967030

A Cambridge, UK based company providing handmade chocolates. It also provides employment opportunities for people on the autism spectrum in a safe and supportive environment.

Employment

The Helping Hands Group

Charford House, Padholme Rd

Peterborough PE1 5XL

Phone: 01733 561000

suzanne.gilby@thhg.org.uk

info@thehelpinghandsgroup.co.uk

A new site has opened in Wisbech in July 2017:

The address is:

The Helping Hands Group, 10 Algores Way,
Wisbech, PE13 2TQ

Phone: 01945 589424

The Helping Hands Group is regulated by the CQC and offer Further Education, Personal Development, Day Opportunities, Work Experience and Supported Living for adults in Peterborough and the surrounding areas with a wide range of learning/physical disabilities including Autism, Sensory Impairment, Brain Injury, PMLD and Aspergers Syndrome. The service covers every aspect of development to assist with all individuals and their families that choose The Helping Hands Group as their way forward.

They offer Education, Training in independence skills, Activities, Work Experience, Massage, Physiotherapy, Aromatherapy, Arts, Crafts, Cooking, Horticulture, IT and even Hydrotherapy all from our Peterborough based centre.

Training Programmes

These may be suitable for young people who are work ready but require a little extra support to progress into a job or apprenticeship. They offer basic skills, work skills and experience, confidence building - improving skills ready for employment.

NACRO in Peterborough

16, Lincoln Road, Peterborough,
Cambridgeshire. PE1 2RL, T: 01733 561 596

www.nacro.org.uk/services/cambridgeshire

Nacro Peterborough study programme helps young people 16-19 years or up to 25 years (if young person had LLDD) who have been disengaged with school to engage with education or training. There is also a Mum's-to-be programme and an adult (offenders) programme from 17 years onwards.

NACRO in Wisbech

1 Hill Street, Wisbech, Cambridgeshire,
PE13 1BA, T: 01945 467254

www.nacro.org.uk/services/cambridgeshire/

Nacro Wisbech study programme helps young people to learn new skills and qualifications in: functional skills; employability and vocation choice units in retail and care (child). The service is designed to prepare young people to move on into further education, apprenticeships or work. You can apply directly to Nacro.

HART Learning + Development

Traineeships now available in Cambridge and Huntingdon.

If you are between 16-24 years old and not in education, employment or training and interested in: retail; construction; music, office, care, catering and hospitality, media, hair and beauty and many more. This will be a nine week programme to help young people to prepare for work. The first 4 weeks include:

Employment

- City and Guilds in customer Service level 1
- City and Guilds in Business and Administration
- Improve English and Math GCSE's using functional skills.
- Mock interviews
- Skills employers are looking for
- Work placement (4-6 weeks) with guaranteed interview and reference

Please contact:

Melinda Mcollavo on: 07587 630987

mcollavo@nhc.ac.uk

Nova Training and Programme

Unit 7, Anglia Way Wisbech PE13 2NT

T: 01945 580800

“HEADSTART 16 – 18”. This programme is predominantly at level 1 but can include level 2 skills and qualifications.

- Training to prepare you for college/traineeship, apprenticeship/job
- Skills on employability/CV/writing and Interview Skills/Confidence and work experience

GAPS Programme TCHC

East Barnwell Scout Centre, 41 Thorley Road, Cambridge, CB5 8NG

T: 01223 245135 email: lee.stead@tchc.net

The GAPS Programme is a smaller provision and alternative to the LARGER mainstream colleges, to offers young people aged 16-18 or up to 24 with a current ECHP, based in or around Cambridge the opportunity to study towards NVQ's at levels E3, L1 & L2, with a relevant work experience placement. Also includes opportunities to improve English & Maths GCSE (re-sits) and or functional skills alongside qualifications in Customer Service, Employability and Personal, Social Development. In order to give the young person the best start possible. We also give the young learners the opportunity to undertake a formal

Health & Safety and First Aid at Work Qualifications (subject to availability). We also give advice and guidance on job and progression research. Contact: Lee Stead

The Princes Trust

Website: www.princes-trust.org.uk:

T: 0800 842 842

M: 07483 981306

Get Started programmes – short courses for 16-25 year olds run by professional tutors in sport, music and creative arts. Designed to build motivation, confidence and communication skills. One-to-one mentoring offered after the programme to help young people move into education, training, employment or volunteering.

Get Into programmes - short vocational courses that develop skills in a specific sector for 16 to 25-year-olds. Designed for people who are work ready, but need experience and to develop their employability skills. One-to-one mentoring offered after the programme to help young people move into education, training, employment or volunteering.

Enterprise programme - helps unemployed people aged 18 to 30 with support and funding to work out if their business ideas are viable and whether self-employment is right for them. For more information, please contact the Customer Service team on 0800 842 842.

WATA (West Anglia Training Association)

Old Houghton Road, Hartford, Huntingdon, Cambs. PE29 1YB T: 01480 435544

E: apprenticeships@wata.co.uk

www.wata.co.uk

Are you looking for an Apprenticeship or Traineeship? Are you looking to learn on the job whilst earning recognised qualifications? WATA offer you the chance to learn the latest up to date skills in your chosen apprenticeship. We also offer Traineeships in Engineering and Construction.

Employment

Apprenticeships

An apprenticeship is a real job with training which would allow your daughter or son to earn while they learn, whilst gaining a nationally recognised qualification. Apprenticeships take between one and five years to complete and cover 1,500 job roles in a wide range of industries, from engineering to accountancy, public relations to veterinary nursing. Apprenticeships are now available up to degree level and beyond.

Benefits of doing an Apprenticeship:

- Earning a salary;
- Training in the skills employers want;
- Excellent progression opportunities, whether looking to study further or climb the ranks within the workplace;
- Increased future earning potential apprentices enjoy marked salary increases when they complete their training, and those completing a higher apprenticeship could see increased earnings of an estimated £150,000 over their lifetime
- Learning at a pace suited to the individual with the support of a mentor;
- Paid holiday.

Apprenticeship levels

There are various levels of apprenticeship your son or daughter could apply for depending on their current skills and qualifications. Apprenticeships have equivalent educational levels:

- Intermediate 2 - requires 5 GCSE passes at grades A* to C
- Advanced 3 – requires 2 A level passes
- Higher 4,5,6 and 7 requires Foundation degree and above
- Degree 6 and 7 requires Bachelor's or master's degree

All apprenticeships will include elements of on the job and off the job training leading to industry recognised standards or qualifications. Some apprenticeships will require an assessment at the end of the programme to

assess the apprentice's ability and competence in their job role.

Salaries

The minimum wage for apprentices is £3.50 per hour, but many employers pay more than this. This is dependent on the sector, region and apprenticeship level e.g. some higher apprenticeships can pay as much as £300 – £500 per week. More details on salaries and entry criteria in specific apprenticeship occupations can be accessed by looking at the vacancies on 'Find an apprenticeship'.

N.B From September 2017

Adjustments will take place in order for people with learning difficulties/disabilities to have an equal opportunity to gain the skills offered through an apprenticeship; English and Maths requirements will now be adjusted to Entry Level 3 Functional Skills. For more information on Apprenticeship specification please look at: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/630068/Specification_of_Apprenticeship_Standards_for_England_.pdf

Traineeships

You can expect three things from a traineeship:

- high quality work placements – where you can learn what's expected of you in the workplace, and develop links with local employers
- flexible training - in other relevant areas to help you get ready for work, such as job search and interview skills, time-keeping and team working
- study in English and maths (if appropriate) – employers value these essential skills very highly.

At the end of your traineeship, if there is a job or apprenticeship vacancy with the work placement host, you should receive an interview. If there isn't a job or apprenticeship opportunity at that time, you will receive an exit interview with the employer who provided the

Employment

work placement. In this interview you can discuss what you've learned, and how it might help you with things like updating your CV and getting into a job or an apprenticeship.

Whether you go for a traineeship or apprenticeship will depend on your age and qualifications.

Which qualifications will you get?

All traineeships are the same level.

Who can take a traineeship?

You must be:

- 16-24yrs and qualified below level 3
- 16-25yrs with learning difficulties.

What sort of experience will you need

You must be:

- out of work with little work experience
- working for less than 16 hours a week
- leaving school/college
- finding it hard to get an apprenticeship
- not sure you have the skills for an apprenticeship.

How long does it last?

Six weeks to six months.

How much will you earn?

Traineeships are unpaid but most pay travel and meal costs.

Supported Internships

Supported internships are a structured study programme based primarily at an employer. They enable young people aged 16-24 with an 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.

Access to Work Fund

The application process for those on supported internships and traineeships wishing to apply to Access to Work has been revised. Changes include:

- the provision for a supported employment provider to make an application on behalf of an education provider (education providers can still make the claim if they would like to do so);
- a move from one form per month, to one per placement for each student; and
- the ability to make applications up to three months in advance.

Young people on or about to start the work experience placement of a supported internship, or traineeship with a disability or health condition, can apply to the Department for Work and Pensions' Access to Work fund. An Access to Work grant can cover the additional support a young person may need for the in-work element of supported internships or traineeships and can fund:

- Job coaches (where they support interns directly in their work placements, other support provided by a job coach, e.g. life skills activity and any educational activities will need to be funded separately);
- Specialist equipment for days that a young person is at the employer's premises; and

Employment

- The extra fares to work if the person is unable to use public transport.

There is no set amount for an Access to Work grant, and how much an individual receives depends upon their circumstances. Completed applications should be sent to the dedicated Access to Work team at Atwosu.london@dwp.gsi.gov.uk.

Volunteering Work

Volunteering can be great fun and can help develop skills and experience. It also looks great on a CV. These contacts hold lists of volunteering opportunities locally.

Cambridge Council for the Voluntary sector

Supported Volunteering Project,
CCVS, 16-18 Arbury Court, Alex Wood Rd,
Cambridge. CB4 2JQ Tel 01223 631819

Volunteer Centre Huntingdonshire

Ramsey and surrounding area:
T: 01487 814117
St Ives and surrounding area:
T: 01480 301462
Huntingdon and surrounding area:
T: 01480 414766
St Neots and surrounding area:
T: 01480 414766
E: info@huntsvc.org.uk
W: www.huntsvc.org.uk

Volunteer Centre Fenland

Suzanne Duffy Room, Rosmini Centre Wisbech,
69A Queens Road, Wisbech, PE13 2PE.
T: 01945 582 192
E: office@fenlandvc.org.uk
W: www.fenlandvb.org.uk

Volunteer Centre Ely & District

41e, Forehill, Ely CB7 4AA.
T: 01353 666 556
E: volunteers@vcaec.org.uk
W: www.vcaec.org.uk

Volunteer Centre Peterborough

Address: 3, Lincoln Court, Lincoln Road,
Peterborough, PE1 2RP.
T: 01733 311016
E: liz.telford@pcvs.co.uk
W: www.pcvs.co.uk

You may also try your local:

- Charity shops
- Country parks
- Day centres
- Animal Rescue Centres

List of Cambridgeshire Voluntary and Community Groups Directory:

www.cambridgecv.org.uk/reports/1

Information on volunteering placements:
www.do-it.org

Time banking

[www.timebanking.org.uk
/how_time_banking_works.asp](http://www.timebanking.org.uk/how_time_banking_works.asp)

1. People list the skills and experience which they can offer and those that they may need.
2. Everyone's skills are valued equally - one hour always equals one time credit.
3. Everyone agrees to both give and to receive help, to earn and to spend their time credits.
4. A record is kept of all the time credits earned and spent, ideally on computer using the 'Time Online' system.
5. Everyone is encouraged to spend their time credits to allow others the chance to make a difference and feel needed.

Contacts:

Cambourne: Laura Papanikolaou

Employment

T: 07540 122624 E: lpap@chsgroup.org.uk

Littleport: Caline Easey

T: 07702 517746

E: caline.easey@chsgroup.org.uk

St Ives: Zo Weaver

T: 07887 894100

E: stivetimebank@yahoo.co.uk

Somersham: Lucy Bird

T: 07443 619017 / 01487 841359

E: lucy.bird@somersham-pc.gov.uk

Histon/Cambridge: Gerry Cano

T: 07834 750676

Paid Employment

Like anyone else, young people with additional needs, who have reached school leaving age, are entitled to apply for work, whether full-time or part-time.

The Equality Act 2010, which replaced the Disability Discrimination Act 1995, requires employers not to discriminate against people because of their disability, and to make reasonable adjustments so that they could do the job. This applies both when they are employed and when they are applying for a job. If an employer discriminates against them, they (and their parents) can put a case to an Employment Tribunal. If they win the case, they may be able to claim for financial loss and damages for injuries to feelings.

A complaint form can be obtained from a Jobcentre or a Citizens Advice Bureau (CAB). CABs can also give advice about the complaints process.

As we all know, the employment situation is not easy, but it is also not impossible. Young people with additional needs regularly get both full and part time work. It does however often take a great number of applications and effort on behalf of the young person and their parents. If you contact your Additional Needs Pathway Adviser (See Contact Details p30) they will be able to advise you how to mount a campaign to look for work. Additional Needs Pathway Advisers will keep in contact and continue to guide young people through their job search.

Young people claiming Employment Support Allowance (ESA) and Jobseeker's Allowance (JSA) who are actively seeing work can ask the Job Centre for support. Job Centres have specialists called Disability Employment Advisers (DEA) and Work Coaches who may be able to help. Contact details can be found at: <https://www.gov.uk/contact-jobcentre-plus>

You can also be asked to attend the Work Programme which can help you prepare for work if you are claiming either JSA or ESA.

The Disability Employment Adviser/Work Coach can refer you to Papworth Trust or Seetec. (Seetec is a national organisation and is based at Henry Giles House. They see customers with all health conditions and should offer appropriate support.)

Papworth and Seetec can provide support in job seeking activities and the Work Programme. There are some mandatory referrals but anyone on ESA can volunteer to attend the programme if they wish. The referrals are made to each organisation on a random basis so customers cannot usually specify which provider they wish to attend.

www.papworthtrust.org.uk/work-and-training/the-work-programme

www.seetec.co.uk

Employment Centre, Huntingdon

Papworth Trust Centre Huntingdon, Saxongate, Bradbury Place, Huntingdon, Cambridgeshire. PE29 3RR. Work Programme:
T: 0300 4562391

Employment Centre, Cambridge

Papworth Trust Centre Cambridge, Hawthorn Way, Cambridge. CB4 1AX
T: 0300 4562425

Employment Centre, Papworth Everard

Bernard Sunley Centre, Papworth Everard, Cambridgeshire. CB23 3RG
T: 01480 357200 (10am-4pm)

Employment Centre, Wisbech

Papworth Trust Office Wisbech, Office 2, Post Office Lane, Wisbech. PE13 1HQ
T: 0300 456 2357 (9am-5pm)

Employment

Job Centres

Cambridge Job Centre

Henry Giles House, 73-79 Chesterton Road,
Cambridge, CB4 3BQ | Phone 01223 545090

(For Cambridge and Ely please visit the
Cambridge Centre)

Huntingdon Job Centre

2-6 Hartford Road, Huntingdon,
Cambridgeshire. PE29 3PB

(Covers: Hunts, St Ives, St Neots area)

0845 604 3719

Wisbech Job Centre

Albion House, Albion Place, Wisbech
Cambridgeshire PE13 1AN

Covers: PE13, PE14, PE15)

0845 604 3719

Kings Lynn Job Centre

Lovell House, St Nicolas Street Kings
Lynn Norfolk PE30 1LR

0845 604 3719

Finance

16 – 19 Bursary

The 16-19 Bursary Fund helps 16- to 19-year-olds continue in education, where they might otherwise struggle for financial reasons. It is made up of two parts – bursaries of up to £1200 a year to the most vulnerable young people and a discretionary fund for schools, colleges, academies and training providers to distribute.

Young people in the defined vulnerable groups will receive bursaries of £1200 a year. This group is made up of children in care, care leavers, those on income support and those in receipt of both Employment Support Allowance (ESA) and Disability Living Allowance (DLA) / Personal Independence Payment (PIP).

Providers can distribute the rest of the money to support any student who faces genuine financial barriers to participation such as costs of transport, food or equipment. Providers will have the freedom to decide the scale and frequency of bursary payments. A bursary may be conditional on students meeting agreed standards, for example, behaviour and attendance.

The 16-19 Bursary Fund is administered by providers. Young people need to apply directly to their academy, school, college or training provider for support from the scheme.

For further info please go to: <http://www.cambridgeshire.gov.uk/residents/children-and-families/schools-&-learning-costs/16-19-bursary-fund/>

Child Benefit / Tax credits

If you are already receiving Child Benefit or any other related benefits such as tax credits, you may continue to receive them until your son/daughter turns 20 or until they leave full-time education if this is sooner. You will need to tell the Child Benefit Office if your child is continuing in full-time further education. For further information www.hmrc.gov.uk/child-benefit/

T: 0300 2003100

Employment and Support Allowance (ESA)

Following their 16th birthday your young person may be eligible to claim an incapacity related and/or income related benefit in their own right.

ESA can be paid from a young person's 16th birthday. Entitlement to this benefit will depend on passing an assessment for capability for work, and may involve a medical assessment. There are two separate elements to ESA: contributory ESA (CESA) is dependent on having paid enough National Insurance contributions and income-based ESA which has separate rules about savings and income.

To qualify for income-based ESA while in full-time education, young people must also be entitled to DLA / PIP.

It is worth seeking expert advice for a detailed calculation before applying, due to the impact on other benefits, such as Child Benefit and Child Tax Credit.

To apply for Employment and Support Allowance if your son or daughter is 18 - 25 phone the Job Centre Plus Contact Centre on 0800 055 6688.

<http://www.gov.uk/government/publications/employment-and-support-allowance-claim-form>

It is intended that Universal Credit will replace income based ESA and other benefits at some point before 2017.

Finance and money and transport

Jobseekers Allowance (JSA)

Once your son / daughter is 18 and leaves school, if they are ready to enter work and are looking for a job they will be able to apply for JSA. Help may be available at their job centre through a Disability Employment Adviser or Work Coach. To apply phone 0800 055 6688.

www.gov.uk/jobseekers-allowance/how-to-claim

Disability Living Allowance (DLA)

Many young people at special schools receive Disability Living Allowance. This is paid if a young person needs significant amounts of help to care for themselves or to move about. It is made up of a care component and a mobility component.

www.gov.uk/dla-disability-living-allowance-benefit

DLA for people aged 16 and above is being replaced by a new benefit called Personal Independence Payment (PIP). When a young person reaches 16 their DLA is likely to end and they will be invited to claim the new Personal Independence Payment. It also has two parts - a daily living component and a mobility component.

www.gov.uk/PIP

The Family Fund

4 Alpha Court, Monks Drive, York. YO32 9WN.
Tel: 01904 550055

www.familyfund.org.uk

If your son/daughter is under 18 and severely disabled, and your family has a low income and low savings, you may be able to apply to the fund for a grant. This might be for a holiday, a washing machine, furniture or a computer.

For help with disability benefits:

PIP Enquiries: 03458503322

Disability Cambridgeshire

Pendrill Court, Ermine Street North,
Papworth, CB23 3UY T: 01480 839192

info@disability-cambridgeshire.org.uk

www.disability-cambridgeshire.org.uk

Disability Huntingdonshire (Was DISH)

Provide information and advice on benefits to people of all ages

Pendrill Court, Ermine Street North,
Papworth, CB23 3UY T: 01480 748168

info@dish.org.uk

www.dish.org.uk

The Village Benefits Advice Service

helps with information on disability benefits and completing application forms.

The contact telephone number is 01353 666990. Postal address is PO Box 257, Ely, Cambridgeshire, CB7 9EA.

The Papworth Trust

Papworth Trust in Cambridge provide benefit advice and information. They can answer your questions about benefits and support you and/or the young person you support through the application process.

Information Centre, Saxongate, High Street,
Huntingdon PE29 3RR

0800 952 5000

www.papworthtrust.org.uk/information/benefits

DOSH Dosh Financial Advocacy (covers the whole of the UK). Help and support with money and benefits including visits from Mike Kitcher, local financial advocate. Please contact info@dosh.org; 0300 303 1288 or visit www.dosh.org for more information.

Mike Kitcher: mike.kitcher@dosh.org

03003031288

Transport post 16

Post 16 students will be expected to walk or use public transport to their educational provision unless they have a special educational need or disability which prevents them walking or accessing public transport (bus or train) or a bus service contracted by the council. Post 16 students who are unable to access public service transport or walk to school/college are able to apply for post 16 SEN transport. The student must be enrolled on a full time course either in school (mainstream or special) or College of Further Education. This must be the nearest appropriate centre to their home address offering an appropriate course for that student.

If these criteria have been met they may be eligible for subsidised transport up to the age of 25.

Further information regarding post 16 transport can be found at:

<https://www.cambridgeshire.gov.uk/residents/children-and-families/schools-&-learning/school-transport/transport-for-post-16-pupils-with-special-educational-needs/>

Social Care options for young people

Social Care Options for young People – Preparing for Adulthood:

Support to help young people to prepare for adulthood should start as early as possible and at least by the age of 14. It should be focussed on outcomes that are important to the young person.

Children's Disability Services will work with children with a learning disability up to 18 years of age. The Young Adult Team will then take over and continue to support the young person up to 25 or as needed.

For other young people the Adult Social Care Teams (Physical Disability, Mental Health, Sensory, Autism and Adults Support Team (formally Vulnerable Adults) will often start to work with young people at age 16 to assess and develop adult support plans in readiness for the move to adult support.

For adults (over 19 years) with additional needs there are day opportunities that offer a range of activities which is normally funded through social care (depending on social care threshold).

N.B Come April 2018 all young people who are 18 after this date (apart from Mental Health and Physical Disability Teams) will go through the Young Adult Team if they have an EHC Plan.

A list of daycentres are:

Horizon Cambridge

Tel 01223 714700. 285 Coldhams Lane, Cambridge, CB1 3HY

Huntingdon Community Centre,

Tel: 01480 77699. 12a Ambury Rd, Huntingdon, Cambs, Pe29 1JE

CATS

1 Bull Lane, St Ives Pe17 4AX

Shortsand

St Neots, Cambridgeshire Pe19 1PQ

Larkfields Resource Centre

Tel: 01353 612 929. High Barns, Ely, Cambs, Cb7 4SB

Tennison Lodge

Tel: 01354 750 202. Gordan Avenue, March, Pe15 8AJ

For young people with learning disabilities who do not need social care before 18 years old, the Learning Disability Partnership Young Adults Team will start to work with them from age 16 to assess and develop adult support plans in readiness for the move to adult support.

For those who are likely to require support in adult life, they will need to be identified and placed on the Preparing for Adulthood Tracker via the Statutory Assessment Resources Team (START).

For more information about what services are available for your young person visit: www.cambridgeshire.gov.uk/careandsupport

There is information about Supported Living, Self-Directed Support, Domiciliary care, and a range of choices for health and social care services.

Housing / Accommodation Options

How do I find out what is right for me?

It is important that you think about what sort of housing you will need now or in the future. For example, do you want to live on your own or share with other people and will you need support?

Housing and support can be provided as a “package” but “pick and mix” arrangements which match individual requirements are increasingly common, particularly if someone lives on their own. If a young adult feels that they will be able to live independently, with the support of your family and friends, then you should get a housing application form from your local council's Housing Department so that you register the fact that you need accommodation.

You should include any information about having a learning disability on this form as this may mean you are given some priority as being vulnerable under the Housing Act.

There are quite long waiting lists for housing but registering as early as possible will help. To get a form and find out more about your options you can contact your local housing team.

If you feel you will need support then it is important that you have your needs assessed by your Adult social care team.

The care manager will work out with you what level of support you will require and what type of housing and support package will best suit your needs, and will also help you to fill in housing application forms.

Some housing and support options to choose from:

- Registered Care (regulated by the Commission for Social Care Inspection)

- Registered care homes
- Registered care homes are generally larger than group homes (see below) and can have twenty or more residents, although many are much smaller with typically three to nine residents.
- Personal care and full board are provided, and there's usually 24-hour staff cover.

Shared Lives scheme

In an adult placement (sometimes called 'adult fostering'), the local authority supports and supervises families who provide a place in their own home.

Some of these are registered while someone less disabled may be in supported lodging in an adult placement scheme, where they rent a room or bed-sit in a family home and receive minimal support.

Supported housing

Supported housing takes many forms - it means any type of housing and support which is not a registered care home. Although not inspected and regulated in the same way as registered homes there are systems for checking that these services are safe and of good quality.

- Support agencies which provide personal care are registered with and inspected by the Commission for Social Care Inspection.
- The social and health care staff from the learning disability team continues to support and review people who take up places in supported housing schemes. Group homes (or shared housing)

Useful information and contacts

Group homes are usually smaller than registered care homes, with three or four people sharing. Support staff either visit regularly, or are there during the day and sometimes also overnight as well.

People who live there have tenancies and may do their own shopping, cooking and housework, with help from staff.

Cluster housing

Cluster units, either on one site (like sheltered housing for older people) or occasionally spread across a neighbourhood. Support staffs are usually on hand and there may be shared facilities such as a laundry and communal lounge. Flats or bed-sits are self-contained.

This type of housing is often suitable for people who want to live more independently than in a home but still have some support.

Individual placements/renting

More people with learning disabilities are now renting properties from local authorities, housing associations, or private landlords and receiving "outreach" support - this means that someone will visit regularly and help with various aspects of daily living. There are also a few companies who specialise in renting to people with learning disabilities.

Useful information and contacts

The 14-25 Additional Needs Team (ANTS)

As the 14-25 Additional Needs Team we can offer you detailed advice and guidance in relation to education, training and employment as appropriate to your son or daughter. We can also give you a certain amount of information about the other issues discussed in this booklet, but may need to refer you to other agencies to ensure you and your son or daughter receive the information and support required.

If you would like to speak to someone, but don't know who to contact please contact our Additional Needs Pathway Co-ordinators in the first instance. The 14-25 Additional Needs Team are:

Cambridge

Box No: BH1103 Babbage House, Castle Park, Cambridge, CB3 0AT

Angie Vickery – Additional Needs Pathway Co-ordinator

Tel: 01223 728145

Mobile: 07717426903

Angie.Vickery@cambridgeshire.gov.uk

Wisbech

Awdry House, 110 Ramnoth Road, Wisbech, PE13 2JD

Freddy Bush – Additional Needs Pathway Adviser

Tel: 01354 750405

Mobile: 07500 228273

Frederick.Bush@cambridgeshire.gov.uk

St Ives

7 The Meadow, Meadow Lane, St Ives, Cambs. PE27 4LG, Tel: 01480 373797

Sheila Forster – Additional Needs Pathway Co-ordinator

Tel: 01480 373797

Mobile: 07776246480

sheila.forster@cambridgeshire.gov.uk

Martine Simpson-Thomas - Additional Needs Pathway Adviser

Tel: 01480 373480

Mobile 07876 068830

Martine.Simpson-Thomas@cambridgeshire.gov.uk

Anna Tuck – Additional Needs Employment Strategy Co-ordinator

Tel: 01480 376289

Mobile: 07748 920118

Anna.tuck@cambridgeshire.gov.uk

Useful information and contacts

If you need detailed information and advice about other subjects please use the agencies listed below.

Adult Services Contact Centre:

0345 045 5202

Cambridgeshire Children Services Contact Centre: 0345 045 5203

Blue Badge Parking and applications:

0345 045 5204

www.gov.uk Information for disabled people and carers. This website provides a single point of online access to services and information-including employment, financial support, rights, education, independent living.

Preparing for Adulthood

The partnership brings together a wide range of expertise and experience of working with young people and families, at a local and national level and across government, to support young people into adulthood with paid employment, good health, independent living and friends, relationships and community inclusion.

<http://www.preparingforadulthood.org.uk>

SEND Information, Advice and Support Service (formerly Parent Partnership Service)

The Parent Partnership Service (PPS) providing Cambridgeshire's SEND Information, Advice and Support Service (SENDIASS) offers information, advice and support to parents and carers who have a child or young person up to age 25, with special educational needs (SEN) or a disability. You can contact them in confidence for impartial advice and support:

Cambridgeshire SENDIASS, Box No. CC1101, Castle Court, Shire Hall, Cambridge. CB3 0AP
Telephone: 01223 699 214.

www.cambridgeshire.gov.uk/pps

Pinpoint Cambridgeshire

Pinpoint Cambridgeshire

Pinpoint is a St Ives-based charity supporting Cambridgeshire parents / carers, especially those with children with additional needs and disabilities. It offers information, support and involvement in shaping local services for families and runs termly meetings and workshops.

They also run groups for parents of children who:

- Are aged 14-25
- Have un/diagnosed ADHD/Autism

Have ADHD and Autism Telephone: 01480 877333

www.pinpoint-cambs.org.uk

Special needs Community Information Point (SCIP)

Provides information on all aspects of need for families who have a child with a disability or additional needs age 0-19 years. Families who join SCIP can also apply for a SCIP card and will receive regular e-mails about activities and events in the county.

SCIP@cambridgeshire.gov.uk.

Tel: 01480 379827

www.cambridgeshire.gov.uk/scip

Disability Sport in the Cambridgeshire area:

www.cambridge.gov.uk/accessiblesport

E: sport@cambridge.gov.uk T: 01223 457532

Useful information and contacts

Citizens Advice Bureaux

www.cambridgecab.org.uk

Main Bureau – 66 Devonshire Road,
Cambridge CB1 2BL
Drop-in – no appointment necessary
Monday – Friday - 9.15am – 12.45pm

Ely CAB, 70 Market Street, Ely, CB7 4LS

T: 0344 245 1292 M: 0300 3300 650

Mon-Fri 9.30-3.30

www.ruralcambscab.org.uk

Huntingdonshire CAB, Town Hall, Market Hill,

Huntingdon, Cambs, PE29 3PJ

T: 0344 245 1292 M: 0300 3300 650

Mon-Fri 9.30-3.30

www.ruralcambscab.org.uk

St Neots, CAB

Portacabin Tan Yard Car Park,

St Neots Cambs PE19 1AN

T: 0344 245 1292 M: 0300 3300 650

Mon-Fri 9.30-3.30

www.ruralcambscab.org.uk

Wisbech CAB

9 Church Mews, Wisbech, Cambs, PE13 1HL

T: 0344 2451292 M: 0300 3300 650

Mon-Fri 9.30-3.30

www.ruralcambscab.org.uk

Young Carers Groups

Gives young carers some fun and a break from their caring responsibilities.

www.cambsyoungcarers.org.uk

care@carerstrustcambridgeshire.org

Crossroads Care Cambridgeshire and Centre 33's Young Carers project

Support young people age 8-19 years who live in Cambridgeshire who have a family member who has a disability, long term illness, a mental health problem or who misuses substances. The project enables young carers to have a break, to have fun, be with others in similar situations.

If you live in Huntingdonshire or Fenland please contact Crossroads Care Cambridgeshire

T: 0845 241 2125

E: info@cambsyoungcarers.org.uk

If you live in Cambridge City, South or East Cambridgeshire please contact Centre 33

T: 01223 307488

E: youngcarers@centre33.org.uk

Voice Ability – Advocacy Service

VoiceAbility; Advocacy, involvement and participation services which support and empower people with learning difficulties, disabilities and mental health problems to speak up for themselves.

Mount Pleasant House, Huntingdon Road, Cambridge. CB3 0RN, 01223 555800

www.voiceability.org

Useful information and contacts

Speak Out Council

- Listens to and acts as the voice for people with a learning disability or who are on the autistic spectrum.
- Works across Cambridgeshire (but not Peterborough).
- Works with people between from 14 and upwards.
- Is run by six Speak Out Leaders who are on the autistic spectrum or have a learning disability.

If you would like to join please contact:

Christian Swarbrick, VoiceAbility, Mount Pleasant House, Cambridge, Cambridgeshire, CB3 0RN,

T: 01223 555863

E: Christian.swarbrick@voiceability.org

Cambridgeshire Alliance for Independent Living

Enabling Independent Living so that disabled people throughout Cambridgeshire can shape and direct the services they need to live the life they choose. 0300 1112301 (moved to Chesterton from Papworth; Fen House, Fen Road, Cambridge. CB4 1UN)

info@cambridgeshirealliance.org.uk

<http://www.cambridgeshirealliance.org.uk/>

Pidley Mountain Rescue

The charity provides specialised equipment for disabled children and adults to develop and progress their personal mobility, and improve their home life, while raising awareness of the needs of disabled people in the Huntingdonshire area. Examples of equipment supplied include: wheelchairs; electric scooters; specialised trikes; paediatric buggies, adaptive computer software and hardware; and sensory equipment.

www.pidleymountainrescue.org.uk

Disability Rights UK

Useful **information booklets** about support and funding for education can be found at:

[.www.disabilityrightsuk.org/studentpublications.htm](http://www.disabilityrightsuk.org/studentpublications.htm)

National Autistic Society – Cambridgeshire Branch

Provides support to people of all ages with autism and their families

www.nascambridge.org.uk

National Autistic Society Education Rights Service

Information and advice on the educational rights and entitlements of children with autism.

T: 0808 800 4102

Welfare Rights Service

Advice about the benefits children with autism may be entitled to receive.

T: 0808 800 4104

Parent to Parent Service

Confidential telephone support for parents and carers of children with autism.

T: 0808 800 4106

Eddie's

Lancaster House, Capper Road, Waterbeach, Cambs
CB25 9LY

T: 01223 883130 E: info@eddies.org.uk

www.eddies.org.uk

A local charity, supporting children, young people, and adults with learning disabilities in lots of different ways; including St Johns Catering College catering and hospitality course with related work experience, arts related activities, gardening projects and theatre arts workshops.

Useful information and contacts

Switch Social

Are you 16-30 years with Additional Needs to be part of an inclusive social group on Tuesday nights from 7-9pm @ Bargroves, Cromwell Road, St Neots Pe19 2EY
Mark: 07518 795301/Catherine: 07518 795370

CoreAssets

Delivers the new 'Independent Supporters Service' to provide independent information and support to families and young people find their way through the changes to the Special Educational Needs and Disabilities (SEND) system and the new EHC assessment and planning process. This is a free service. Call 0800 0288 455

DHIVERSE:

This is for parents/carers and young people with additional needs to provide support for having healthy and appropriate relationships. Please contact the ABC Programme: Liz MacKenzie, Learning Disabilities SRE Lead

M: 07985 447846 T: 01223 508805
E: elizabeth@dhiverse.org.uk

Office B, Dales Brewery, Gwydir Street, Cambridge, CB1 2LJ

Fledglings

This is a registered charity providing practical help to families with disabled children. They will search for products and services to meet the individual needs and by supplying items through their mail order service. They offer a personalised helpline, e-news and product search. Contact the team on: 0845 4581124 or 01799 541807
www.fledglings.org.uk/docs/pdf/brochure_online.pdf

Safe and Well

Advice and information on daily living aids and equipment

<https://www.safeandwell.co.uk/cambridgeshire/>

01480 415719

Headway Cambridgeshire

Provides a wide range of activities and social rehabilitation for people with brain injury, some free, some for a small fee and some using your personal budget. We also support families and carers.

Outcome focused and goal-led, we provide encouragement to enable individuals to maximise their potential. You can choose from a range of sessions which support individual goals. This could be building physical fitness and stamina, improving daily living skills, increasing your social network, understanding and managing the effects of your injury or improving your wellbeing.

Support is provided at our two main hubs in Cambridge and Peterborough, but also in your own home and community.

Call us on 01223 576550 to find out more or visit our website at www.headway-cambs.org.uk

Mental Health:

YoungMinds

Offer free, confidential online and telephone support, including information and advice, to any adult worried about the emotional problems, behaviour or mental health of a child or young person up to the age of 25

If you are a concerned parent please call their dedicated helpline Monday to Friday between 9:30am-4pm. Helpline advisers are on 0808 802 5544 (free for mobiles and landlines).

www.youngminds.org.uk/for_parents/parent_helpline

Useful information and contacts

CPFT (Cambridgeshire and Peterborough NHS Foundation Trust)

CPFT provides mental health services, community services, learning disability services and social care services across Cambridgeshire and Peterborough along with children's community services in Peterborough.

The Trust has launched the Psychological Wellbeing Service (IAPT) to help those who are suffering from stress, anxiety and depression.

People can now self-refer to the service.

0300 300 0055. 9am to 5pm, Monday to Friday, excluding Bank Holidays.

www.cpft.nhs.uk

Helplines

Lifeline 0808 808 2121

7pm to 11pm, 365 days a year.

PAPYRUS HOPEline (advice for young people at risk of suicide)

0800 068 4141 Monday to Fridays 10am-5pm

Weekends — 7pm-10pm, and 2pm-5pm

www.papyrus-uk.org

CHILDLINE 0800 1111

NSPCC 0808 800 5000

Mind info line- offers a well being service for people who have/have not been diagnosed with mental health: referrals please contact

01223 311 328 or

wellbeing@mindincambs.org.uk

Monday to Friday, 9.00am to 6.00pm.

Email: info@mind.org.uk

Richmond Fellowship:

Provides a range of mental health services in:

Employment

A specialist employment service providing support for people recovering from mental health problems to find paid employment, voluntary work, education and training or to retain their current employment.

Address: Island Hall Cottage; 17 Post St, Godmanchester nr Huntingdon, Cambridgeshire. PE29 2BA

T: 01223 301032 (Cambridge)

T: 01480 456257 (Hunts & Fens)

Castle Supported Housing:

At Castle we're particularly experienced at supporting young people who have had mental health problems and/or are preparing to leave care.

We offer a range of shared flats and houses in Cambridge for young people aged 16 to 25 to live in. This housing is for any person within the age range who is in need and who wants support to gain full independence in the future

Community

Fenland Wellbeing provides a community based service for people in North Cambridgeshire living with mental health problems. Our community wellbeing programme helps increase confidence, overcome mental health problems and help people move on to more independent living

Wisbech Office (Monday and Thursday)

Address: 15-16 Church Mews, Wisbech, Cambridgeshire. PE13 1HL . T: 01945 469770

March office – Tuesday, Wednesday, Friday

Address; Old School Building, Dartford Road, March, Cambridgeshire. PE15 8AN

T: 01354 654715

College Open Days and Contact Details 2017 / 2018

College	Contact	Open Days/Evenings
<p>Bedford College Cauldwell Street, Bedford, MK42 9AH</p>	<p>T: 01234 291000 F: 01234 342674 E: info@bedford.ac.uk www.bedford.ac.uk</p>	<p>1/11/17 - 5-8pm 23/1/18 -5-8pm</p>
<p>Shuttleworth College (Part of Bedford College) Shuttleworth College Old Warden Park Biggleswade SG18 9DX</p>	<p>T: 01767 626222 F: 01767 626235 E: enquiries@shuttleworth.ac.uk www.shuttleworth.ac.uk</p>	<p>4/11/17 – 9.30 -12.30pm 27/1/18 – 9.30 – 12.30pm</p>
<p>Cambridge Regional College Science Park Campus Kings Hedges Rd Cambridge, CB4 2QT</p>	<p>T: 01223 418200 E: enquiry@camre.ac.uk www.camre.ac.uk</p>	<p>13/10/17 4pm-7pm 14/10/17 + 18/11/17 9.30am-12.30pm</p>
<p>Cambridge Regional College Huntingdonshire site. (formerly Huntingdon Regional College) California Road Huntingdon, Cambs PE29 1BL</p>	<p>T: 01480 379100 F: 01480 379127 E: huntingdon@camre.ac.uk www.huntingdon.ac.uk</p>	<p>18/10/17 4.30-7.30 4/11/17 9.30-12.30</p>

College Open Days

<p>Peterborough Regional College Park Crescent Peterborough PE1 4TZ</p>	<p>T: 0845 8728722 F: 01733 767986 E: info@peterborough.ac.uk www.peterborough.ac.uk</p>	<p>19/10/17 – 6pm – 8pm 25/11/17 – 10am – 1pm 6/2/18 – 6pm – 8pm 19/4/18 – 6pm – 8pm 4/6/18 – 6pm – 8pm</p>
<p>Peterborough City College Brook Street Peterborough PE1 1TU John Mansfield Centre Dogsthorpe Peterborough PE1 4HC</p>	<p>T: 01733 761361 E: choices@citycollegepeterborough.ac.uk www.citycollegepeterborough.ac.uk</p>	<p>Brooke Street: John Mansfield Centre:</p>
<p>College of West Anglia King's Lynn campus: Tennyson Avenue King's Lynn Norfolk PE30 2QW</p>	<p>King's Lynn campus: T: 01553 761144 F: 01553 764902 E: enquiries@col-estanglia.ac.uk www.cwa.ac.uk</p>	<p>11/11/17 9.30am – 12.30pm</p>
<p>College of West Anglia Sports campus: Alive Lynnsport, King's Lynn, PE30 2NB</p>	<p>Sports campus at Lynnsport T: 01553 815506 E: enquiries@col-westanglia.ac.uk www.cwa.ac.uk</p>	
<p>College of West Anglia Wisbech campus: Ramnoth Road Wisbech Cambridgeshire PE13 2JE</p>	<p>Isle campus: T: 01945 582561 E: enquiries@col-estanglia.ac.uk www.cwa.ac.uk</p>	<p>18/10/17 6-8pm 11/11/17 9.30am – 12.30pm</p>

College Open Days

College of West Anglia Cambridge campus: Landbeach Road Milton Cambridgeshire CB24 6DB	Cambridge campus: T: 01223 860701 E: enquiries@col-estanglia.ac.uk www.cwa.ac.uk	18/11/17 9.30am – 12.30pm
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