



Next Steps

What happens
after Year 11

2020/21



achieving
for children

Contents

1. Choices

- Options for you, age 16+? 2
- What happens at 18+? 7
- Extra support 8
- GCSE grades and levels of learning 11
- Progression routes 13

2. Schools and colleges

- Search for subjects and entry qualifications at levels Entry, 1 and 2 14

3. Apprenticeships

- List of local apprenticeship providers, by subject 24

4. Places to study

- Kingston and Richmond 27
- Neighbouring areas 33

5. Places to go for more help

- Stepping stones to work and study 42
- Information for parents and carers 46
- Local Offer 46
- Financial support 47

Achieving for Children (AfC) delivers services to children, young people and their families in Kingston and Richmond.

Our 14 to 25 team understands that you probably face big decisions about what to do after your GCSEs. Our careers advisors can help you to choose what you want to do when you reach Year 11. They can support you if you are aged 16 to 17 and not in education or training. Call them on [020 8547 5408](tel:02085475408).

This booklet can help you to make those decisions. It also gives you contact details for schools, colleges and other places you can go for more help and information.

If you need some extra support with your learning, you might find the text in [blue boxes](#) useful. And look out for [details of learning programmes](#) that offer additional help, in the [orange boxes](#) in the following pages.

Preparing for adulthood

This booklet will help you to think about work and education.

For more information: www.preparingforadulthood.org.uk

National Careers Service helpline

Phone: 0800 100 900 **Text:** 07766 413 219

Open every day, 8am to 10pm

1. Choices

Talk about your future with parents, carers, your school, another adult who you trust, or the National Careers Service. They can help you to think about your 'next steps'.

Next steps interviews

In Years 10, 11 or 13¹ you can have a 'next steps' interview at school with one of our qualified careers advisers. This can be a one-to-one meeting to help you explore options post 16.

To find out more, contact the 14 to 25 Team at 14-25@achievingforchildren.org.uk or speak with your teachers at school to see when the interviews are scheduled at your school.

Options for you, age 16+?

Continuing in education

School sixth form (age 16 to 18)

A school sixth form is for learners aged 16 to 18 and is part of a secondary school. This is also known as Key Stage 5.

In most sixth forms, you will study towards a Level 3 qualification, usually A Levels or BTEC qualifications. Most schools will expect you to do three Level 3 qualifications.

A school sixth form will be smaller than a college, which you may like if you would rather be in smaller groups for learning.

¹ If you have an education, health and care plan (EHCP) and are a Kingston or Richmond resident or get extra support in Years 10 or 13, you can access a Next Steps interview. In Year 11, we can only offer Next Steps to learners with EHCPs (Kingston or Richmond residents).

Sixth form college

These are for learners aged 16 to 19. They can be more informal than a school with larger classes. You may not have to wear a uniform.

In most sixth form colleges you will study towards a Level 3 qualification - usually A Levels or BTECs - and like schools, most sixth form colleges will expect you to do three A Levels.

You are usually given more independence than at a school sixth form and you will be expected to study on your own outside lessons.

Some sixth form colleges offer Level 2 courses in Year 12 - check their websites to see what is available.

Further education (FE) college

Further education colleges offer a wide variety of courses for people aged 16+ to choose from. All FE colleges offer vocational courses and some offer A Levels.

There will be a large FE college in your borough, which should be quite easy to get to - check these out on the map on page 6.

Although you will be expected to turn up for your scheduled classes, you will have more time to study on your own. Sometimes your timetable will mean you might not have to attend for a full day.

Vocational pathways

Vocational pathways prepare you for employment by providing work placements alongside study-based learning.

Traineeships

A traineeship might be a good option if you want to work, but you need to develop work-based skills. Traineeships offer study-based learning in small groups and an extended work placement in your chosen vocational area. Traineeships can last up to six months.

If you do not have English or maths GCSE at Grade 4, you can still apply for a traineeship as you can gain these subjects through functional skills.

There are no entry requirements to a traineeship, you just have to be aged 16 to 24, able to work in the UK and unemployed with little or no work experience.

Visit the link below to find out more about traineeships:

www.gov.uk/find-traineeship.

Apprenticeships

Another way to get qualifications is through an apprenticeship at Levels 2 or 3. A Level 2 apprenticeship is equivalent to five GCSEs at grade 4 and a Level 3 is equivalent to two A Level passes.

As an apprentice you get paid and train at the same time with at least 20% of your time spent in off the job training.

You will need to apply and have an interview and show that you are committed to taking up a place and making the most of the opportunity. You may be offered a job with the same employer once you complete.

Or you could move on to a higher level apprenticeship in your chosen area. Depending on which level you are completing, you will be earning from around £165 to £250 a week. An apprenticeship lasts for a minimum of 12 months.

Apprenticeships are available in a wide range of sectors, but there needs to be a vacancy and a local provider offering training in that sector. See page 24 for the range of apprenticeship industries you could be employed in locally.

Visit the link below to check entry requirements for apprenticeships as these vary according to sector: www.gov.uk/apply-apprenticeship

Supported internships

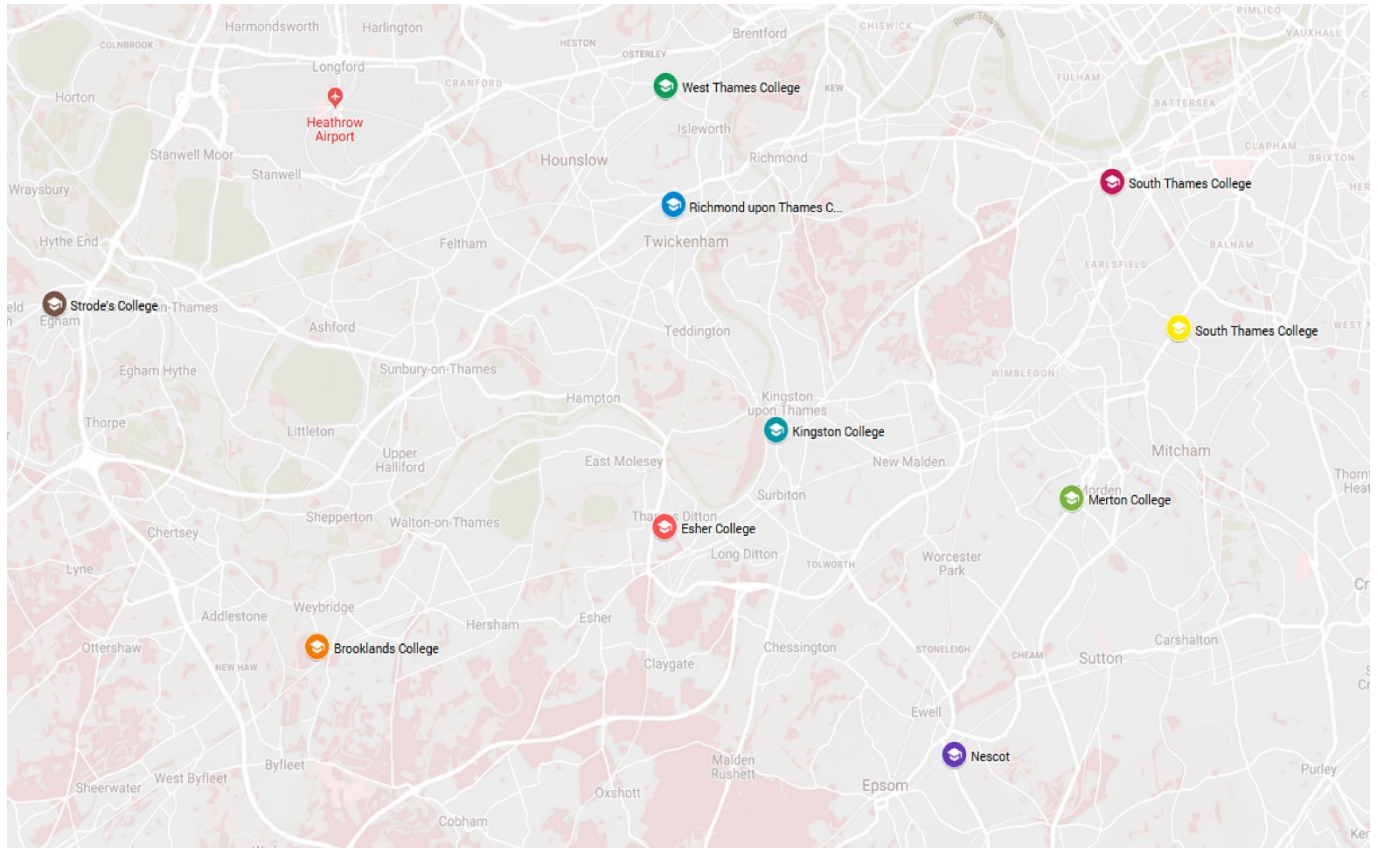
Supported internships suit learners who benefit from long term, structured work experience with a job coach. Internships provide more support than a traineeship or apprenticeship can normally offer. Internships can last for a year and include unpaid work placements of at least six months. There will also be study-based learning to study for English and maths qualifications, if appropriate.

You can do a supported internship through a further education college, which will arrange the work part of it. You will need to have an education, health and care plan (EHCP) to qualify.

Follow the links below to find out more about supported Internships on offer locally:

- Kingston College www.kingston-college.ac.uk
- West Thames College (Project Search) www.west-thames.ac.uk
- Kingston Adult Education www.kingston.gov.uk

Map of FE colleges in proximity to Kingston and Richmond



Volunteering

Volunteering gives you work experience, builds confidence and helps you to meet people and learn skills for work. You can volunteer as well as studying at school or college.

You can also get involved in voluntary work alongside a school or college course, in the evening or at weekends. Search for 'volunteering' on www.kr.afcinfo.org.uk for local and national voluntary organisations offering opportunities for young people.

What happens at 18?

Higher education

If you get Level 3 qualifications, you can think about going to university. At university you will study for a degree, which usually takes three years. You can move away from home, or you can stay at home and go to a local university.

Local universities to Kingston and Richmond include:

- Kingston University www.kingston.ac.uk
- Richmond University in London (Private university) www.richmond.ac.uk
- St Mary's University, Twickenham www.stmarys.ac.uk
- University of Roehampton www.roehampton.ac.uk

For links to open days to local universities visit www.ucas.com and search for 'Open days' and click on 'See all' under 'Events and key dates'.

Employment

At 18 years old, you can decide to stop education and work instead. A full time job means working for between 30 and 40 hours a week. In return, you will have a contract of employment. This sets out what you get paid and what is expected of you, like arriving on time and behaving responsibly.

For more information about contracts of employment visit www.gov.uk/employment-contracts-and-conditions.

There is a national minimum wage - check the table below.

	Apprentice	Under 18	18 to 20	21 to 24	25+
April 2019 onwards	£3.90	£4.35	£6.15	£7.70	£8.21

Extra support

At school, college, or at work, you are entitled to support if you have special educational needs or disabilities.

At school or college

In education, you may have an education, health and care plan (EHCP). This sets out the support you need. If you don't have an EHCP, schools and colleges still have to support you to do your best.

You will need to talk to your new school or college when you enrol so that they can provide the right support. This might mean help with lessons, extra time in exams or the use of special equipment.

The amount and type of support you need may change as you move through your course – your teachers or the SENCo should talk to you if this is the case.

AfC has produced a checklist of what schools and colleges should put in place to support learners with additional needs.

To view the SEND Threshold Guidance visit the AfC Local Offer website at www.afcinfo.org.uk and search for ‘Post-16 education’.

In an apprenticeship

Your learning provider can provide extra support with the learning part of your apprenticeship, depending on your needs and disability. The provider will usually have staff known as learning support advisers and you can discuss your individual needs with them

Access to Work may be able to help with the cost of equipment and support: www.gov.uk/access-to-work/apply.

At university

If you have an education, health and care plan, it will stop when you go to university, but there will still be support available, and you may get Disability Student Allowance.

For more details about eligibility, check out the gov.uk website at www.gov.uk/disabled-students-allowances-dsas/eligibility.

At work (including apprenticeships)

Employers also have to support you if you have a disability or long-term health condition. For example, you may need to change your working hours or be provided with a special piece of equipment to help you do the job.

For more information on reasonable adjustments in the workplace visit: www.gov.uk/reasonable-adjustments-for-disabled-workers.

Access to Work, funded through the Job Centre, may be able to help with the cost of equipment and support. You can claim Access to Work if you are self-employed, in an apprenticeship or on work experience, although conditions will apply.

Find out more from www.gov.uk/access-to-work/apply.



Taking the next steps, GCSE grades and learning

The next pages give an at-a-glance summary of GCSE grades, old and new, and the different levels of learning courses.

GCSE grades explained

GCSE grades changed in 2017. This table shows you the old 'A, B, C' grades, and the new number system.

New	Old
9	A*
8	A
7	
6	B
5	C
4	
3	D
2	E
1	F
	G
U	U

Levels of learning

Entry Level

Your first step if you have no GCSEs or formal qualifications and need additional support.

Level 1

To enrol on to a Level 1 course, you will usually need four GCSEs at grade 2 to 1 or to successfully complete Entry Level.

Level 2

A full Level 2 is equivalent to five GCSE grade 4 to 9 or equivalents, like BTEC.

English and maths GCSEs at Level 2 will give you more work and training opportunities.

Level 3

You need to complete your GCSE grades 3, 4 or 5 or merit grades, or a Level 2 course to enrol on Level 3.

You may need grade 4, 5 or above in English and maths.

Progression routes

Entry Level		Skills for Life and vocational qualifications	
Level 1	GCSEs (1 to 4)	Skills for Life and vocational qualifications	
Level 2	GCSEs (4 to 9)	Skills for Life and vocational qualifications	Intermediate apprenticeship
Level 3	A Levels	Vocational qualifications	Advanced apprenticeship
Level 4	University		Higher apprenticeship

2. Schools and colleges

Search for subjects and entry qualifications

A summary of courses at schools and colleges in Kingston, Richmond and the surrounding area. Contact details for colleges are in the directory in Section 4.

	E L	L 1	L 2		E L	L 1	L 2
Animal studies							
Nescot		■	■	Capel Manor		■	■
Arboriculture							
Capel Manor		■	■				
Applied science							
Brooklands College			■	RuTC			■
West Thames College		■	■	Strode's College			■
Art and design							
Brooklands College		■	■	Kingston College		■	■
Nescot		■	■	RuTC		■	■
Carshalton College			■	South Thames College		■	■
West Thames College		■	■	Strode's College		■	

	E L	L 1	L 2		E L	L 1	L 2
Art, digital media and music technology							
Kingston College			■	Nescot		■	■
Richmond upon Thames College		■	■	Brooklands		■	■
Carshalton College		■	■	South Thames College			■
West Thames College		■	■	Strode's College			■
Beauty and hair							
Brooklands College		■	■	Kingston College	■	■	■
Nescot		■	■	Merton College		■	■
Carshalton		■	■	South Thames		■	■
West Thames College		■	■	Strode's College		■	■

	E L	L 1	L 2		E L	L 1	L 2
Bookkeeping and accountancy							
Brooklands College		■	■	Richmond and Hillcroft Adult Community College ²		■	■
Richmond upon Thames College			■	Merton College		■	
Kingston Adult Education ³		■	■	Carshalton College			■
South Thames College		■	■	West Thames College		■	■
Strode's College		■	■				
Business administration							
Kingston College		■	■	Nescot			■
Richmond upon Thames College			■	Brooklands		■	■
Merton College			■	South Thames College			■
West Thames College		■	■				

² Offered as adult courses for learners 19+

³ Offered as adult courses for learners 19+

	E L	L 1	L 2		E L	L 1	L 2
Catering and hospitality							
Brooklands College		■	■	Nescot		■	■
Richmond upon Thames College		■	■	Merton College		■	■
Strode's College		■	■				
Childcare, health and social care							
Brooklands College		■	■	Kingston College		■	■
Nescot		■	■	Richmond and Hillcroft Adult Community College		■	■
Richmond upon Thames College		■	■	Merton College		■	■
Kingston Adult Education		■	■	Carshalton College		■	■
South Thames College		■	■	West Thames College		■	■
Strode's College		■	■				

	E L	L 1	L 2		E L	L 1	L 2
Computing and IT							
Brooklands College		■	■	Kingston College		■	■
Nescot		■	■	Richmond upon Thames College		■	■
Richmond and Hillcroft Adult Community College	■	■	■	Merton College			■
Kingston Adult Education		■	■	South Thames College			■
West Thames College		■	■	Strode's College	■	■	■
Construction crafts							
Brooklands College		■	■	Nescot		■	■
Richmond upon Thames College		■	■	Merton College		■	■
Carshalton College		■	■	South Thames College		■	■
West Thames College		■	■	Strode's College		■	■

	E L	L 1	L 2		E L	L 1	L 2
Engineering							
Brooklands College		■	■	Kingston College		■	■
Richmond upon Thames College		■	■	Merton College		■	■
West Thames College		■	■	Strode's College		■	
ESOL and EFL							
Brooklands College			■	Kingston College	■	■	
Richmond and Hillcroft Adult Community College	■	■	■	Richmond upon Thames College	■	■	
Kingston Adult Education	■	■	■	West Thames College	■	■	■
Strode's College	■	■	■				
Floristry, garden design and horticulture							
Capel Manor		■	■				

	E L	L 1	L 2		E L	L 1	L 2
Performing arts and drama							
Nescot			■	Richmond upon College			■
Richmond and Hillcroft Adult Community College			■	South Thames College			■
West Thames College			■				
Policing and uniformed public services							
Brooklands			■	College Nescot	■		■
Kingston College	■		■	Carshalton College	■		■
West Thames College	■		■	Strode's College	■		■
Sports, health and fitness							
Brooklands College			■	Kingston College	■		■
Nescot	■		■	Richmond upon Thames College	■		■
Carshalton College	■		■	South Thames College	■		■
West Thames College	■		■	Strode's College	■		■

	E L	L 1	L 2		E L	L 1	L 2
Supported learning							
Brooklands College	■			Kingston College	■	■	
Nescot	■	■		RHACC	■		
Richmond upon Thames College	■	■		Merton College	■	■	
Carshalton College	■			South Thames	■		
West Thames College	■						
Supporting teaching and learning in schools							
Brooklands			■	Kingston College			■
Merton College		■	■	South Thames College			■
Travel and tourism							
Brooklands College			■	Kingston College		■	■
Nescot			■	Richmond upon Thames College		■	■
Merton College			■	Strode's College		■	■
West Thames College		■	■				

E	L	L
L	1	2

E	L	L
L	1	2

Vehicle maintenance and repair

Kingston College	■	■	Nescot	■	■
------------------	---	---	--------	---	---

Carshalton College	■	■	West Thames College	■	■
--------------------	---	---	---------------------	---	---

Strode's College	■	■			
------------------	---	---	--	--	--

3. Apprenticeships



Local apprenticeships by sector*

Accounting

Richmond upon Thames College
South Thames College
Kingston College
Merton College
Brooklands
Carshalton College

Beauty

Carshalton College

Business administration

Hawk Training
Kingston College
Richmond upon Thames College
Way2Work
Nescot
Merton College
Brooklands

Building services, carpentry, joinery and brickwork

Nescot
Richmond upon Thames College
Merton College
Brooklands
Carshalton College

Computing

Nescot
Richmond upon Thames College
Kingston College

Childcare

Hawk Training
Kingston College
Nescot
Richmond upon Thames College
South Thames College

Way2Work

Merton College
Brooklands
Carshalton College

Customer service

Hawk Training
Nescot
Richmond upon Thames College
Way2Work
Brooklands

Dental nursing

South Thames
Kingston College
Merton College
Carshalton College

Digital marketing

Nescot

Electrical

Nescot
Kingston College
Merton College
Carshalton College

Engineering

Kingston College
Richmond upon Thames
College
Merton College
Brooklands

Hairdressing

Nescot
Merton College
Brooklands

Health and social care

Merton College
Nescot
Brooklands
Carshalton College

Horticulture

Capel Manor

Hospitality and catering

Nescot
Richmond upon Thames
College
Merton College
Brooklands

HR management

Kingston College

IT (for IT users)

Hawk Training
Richmond upon Thames
College
Nescot
Kingston College

IT support professionals

Richmond upon Thames
College
Brooklands
Carshalton College

Learning and development

Hawk Training

Legal services

Kingston College
Carshalton College

Plastering and plumbing

Nescot
Merton College

Professional cookery

Richmond upon Thames
College
Merton College

Property maintenance, facilities

South Thames
Kingston College
Merton College
Carshalton College

Retail

Kingston College

Science

Kingston College
Brooklands

Social media for business

Richmond upon Thames
College

Supporting teaching and learning

Brooklands
Nescot
Way2Work

Team leading and management

Hawk Training
Kingston College
Nescot
Merton College

Vehicle maintenance and repair

Kingston College
Nescot
Merton College
Brooklands
Carshalton

Warehousing and storage

Hawk Training

*Check that the provider is offering the apprenticeship you are interested in, as these are often subject to demand.



4. Places to study

Kingston and Richmond



Kingston College

Kingston Hall Road
Kingston upon Thames
KT1 2AQ

T: 020 8546 2151

W: www.kingston-college.ac.uk

Foundation to Level 4 and apprenticeships.

Supported learning

Support for people 16 to 24 years at Entry Level to Level 1, with an education, health and care plan. All students follow practical options in hospitality and catering.

Lesley Miller: 020 8268 2564

E: lesley.miller@kingston-college.ac.uk

Supported internship

Structured study based with an employer. Enables young people with learning difficulties to find paid employment by equipping them with work skills.

Keith Mellor: 020 8268 3065

E: keith.mellor@kingston-college.ac.uk

Careers Advice Team

Drop in to the Student Support Centre
(G75 at Kingston Hall Road)

T: 020 8268 2555

E: careers@kingston-college.ac.uk

Richmond upon Thames College

Egerton Road
Twickenham
TW2 7SJ

T: 020 8607 8000

W: www.rutc.ac.uk

Education and training for people aged 16+. Wide range of qualifications including A Levels, vocational courses, apprenticeships, GCSE Pathway, access to higher education and higher education.

Apprenticeships

T: 020 8607 8306

E: apprenticeships@rutc.ac.uk

16-19 Admissions: 020 8607 8302

E: admissionsqueries@rutc.ac.uk

Supported learning

Entry and Level 1 vocational and life skills for young people with education, health and care plans aged 16 to 24.

English, maths, ICT, work experience, volunteering and job coaching.

Toni Whitehouse: 020 8607 8189

Learning support

E: als.referrals@rutc.ac.uk

For students with education, health and care plans, contact Paul Smyth:

E: paul.smyth@rutc.ac.uk

Richmond and Hillcroft Adult and Community College

Parkshot

Richmond TW9 2RE

T: 020 8891 5907

E: info@rhacc.ac.uk

Hillcroft (Surbiton)

South Bank, Surbiton KT6 6DF

T: 020 8399 2688

E: info@rhacc.ac.uk

A range of courses including GCSEs and access courses. Some courses are appropriate for learners aged 19+ who have an education, health and care plan.

GCSE courses

Intensive GCSE courses in English, maths and biology, with tutorials included. For course dates and open day information please check the website:

W: www.rhacc.ac.uk

Employability, health, wellbeing, independent living

T: 020 8891 5907 EXT 7929

E: iag@rhacc.ac.uk

Way2Work

The Venue
Heatham House, Whitton Road
Twickenham TW1 1BH

T: 020 8734 3380

W: www.way2work.org.uk

Apprenticeships

Full time job opportunities and training for young people aged 16 to 24 with local employers.

- Business and administration
- Customer service
- Childcare
- ICT
- Team leading and management
- Teaching assistants

Traineeships

Work experience, functional skills and employability workshops. Some learners also study for additional qualifications. Programmes last 12 weeks and start at three points during the year.

Barri Ghai (Way2Work Manager)

T: 020 8734 3385

E: barri.ghai@achievingforchildren.org.uk

Orchard Hill College

17 Beaconsfield Road
New Malden KT3 3HY

T: 020 8942 4607

W: www.orchardhill.ac.uk

Entry level

Education for students over 16 years old with an education, health and care plan. Multi-disciplinary team support from its own team of therapists and nurses.

Traineeships

Work experience in retail, leisure, hospitals, nurseries and more. Work preparation classes to develop a CV and interview techniques. Functional skills in English and maths. Learners attend college one day a week and a work placement two days a week.



Xavier Centre (Richard Challoner School)

Manor Drive North
New Malden KT3 5PE

T: 020 8330 5947

W: www.richardchalloner.com

Education for students aged 16+ with moderate learning difficulties who have an education, health and care plan. A range of Entry Level qualifications up to Level 1 in English, maths, ICT and life skills. Skills development across a range of practical subjects.

Links with the sixth form so that pupils feel part of the school community. Students enrol for two academic years (Year 12 and Year 13).

E: rcb@challoner.kingston.sch.uk

Neighbouring areas

Brooklands College

Weybridge Campus
Heath Road
Weybridge KT13 8TT

T: 01932 797797

E: info@brooklands.ac.uk

W: www.brooklands.ac.uk

A large further education college close to Weybridge in Surrey. Entry Level courses offering pathways to employment or independent living. Vocational programmes at Levels 1 and 2.

Sutton and District Training

240-244 High Street
Sutton SM1 1PA

T: 020 8687 5225

W: www.suttondistrict.co.uk

Enrolment welcomed throughout the year. Foundation learning programmes with vocational qualifications in construction, hair and beauty, health and social care, and customer services.

London College of Beauty Therapy (LCBT)

47 Great Marlborough Street
London W1F 7JP

T: 020 7208 1300

W: www.lcbt.co.uk

E: info@lcbt.co.uk

A specialist college in central London offering courses in beauty, media make-up and fitness for 16 to 18 year olds. Phone or sign up on their website to attend an open day.

Nescot

Reigate Road
Epsom KT17 3DS

T: 020 8394 3038

W: www.nescot.ac.uk

E: info@Nescot.ac.uk

A wide range of vocational courses and apprenticeships.

Supported learning

Foundation learning for people with mild to moderate learning difficulties or disabilities. Vocational courses from Entry Level 1 to Entry Level 3. Preparation for employment through work experience and work-related activities.

Merton College

London Road
Morden SM4 5QZ

T: 020 8918 7777

W: www.merton.ac.uk

Specialises in getting students ready for work or higher education and offers subjects such as business and computing, hair and beauty, construction, catering, travel and tourism. Courses start in September.

Supported learning

Skills for Work Life programme for learners with moderate learning difficulties, or learners with autistic spectrum disorder and complex needs. Individually tailored to 16 to 25 year olds who want to develop practical skills for personal development.



Strode's College

High Street
Egham TW20 9DR

T: 01784 437506

W: www.strodes.ac.uk

E: admissions@strodes.ac.uk

Sixth form college for students aged 16 to 18. Wide range of A Level and BTEC courses, Level 2 courses and a variety of enrichment courses. Vocational and BTEC Level 2 courses which are practical and work-related, assessed through assignments, not exams.

Support 4 Learning

Support for students with learning needs or disabilities. Help with transition from school or home-learning to college. For further information please contact the Support 4 Learning team.

Allison Hiskett, Support 4 Learning Manager

E: allison.hiskett@windsor-forest.ac.uk

West Thames College

London Road
Isleworth TW7 4HS

T: 020 8326 2054

W: www.west-thames.ac.uk

Medium-sized college in the London Borough of Hounslow. The main campus is in Isleworth with a smaller skills centre in Feltham. The college offers a wide range of vocational courses up to higher education level.

Supported learning

Support for learners with a disability or learning difficulty. Vocational courses to develop communication, numeracy and interpersonal skills. For more information about the supported learning courses available contact the Admissions team.

T: 020 8326 2020 or visit their website

Project Search

Project Search is a work-based programme for young people with learning disabilities, which supports their move from education to employment. Twelve students have an extended work experience placement at Hounslow Civic Centre, taught by a West Thames College teacher and supported by a full-time job coach employed by Action on Disability.

M.I.T. Skills

M.I.T. Skills - West London
West London Gate Centre
Brentford, Unit 7, Syon Gate Way
A4 Great West Road TW8 9DD
T: 08454 309009

M.I.T. Skills - West Byfleet
12/13 Camphill Industrial Estate
West Byfleet KT14 6EW
T: 08454 309009

M.I.T. Skills specialises in work-based learning, apprenticeship preparation, apprenticeships, traineeships and study programmes.

A wide range of courses in construction*, hairdressing, motor vehicles*, engineering, youth work, early years and adult care, manufacturing, railway track safety, sport coaching, information and communication technologies, business improvement techniques, business administration, customer service, management and teaching assistants.

(*offered in locations near to Kingston and Richmond)

South Thames College

T: 020 8918 7777

E: info@south-thames.ac.uk

W: www.south-thames.ac.uk

South Thames College is part of the South Thames Colleges' Group with campuses in Wandsworth, Tooting and Roehampton. Entry Level to higher education qualifications as well as courses for personal development.

Aurora Centre

South Thames has a non-residential centre for 16 to 25 year olds with autistic spectrum disorder and complex needs delivering person-centred learning.

Capel Manor College

The Walled Garden
Gunnersbury Park
London W3 8LQ

T: 0303 003 1234

E: study@capel.ac.uk

W: www.capel.ac.uk

Capel Manor College is a leading education provider for those interested in working with plants, animals, flowers, trees and the environment.

Carshalton College

Nightingale Road
Carshalton SM5 2EJ

T: 020 8544 4501

E: admissions@carshalton.ac.uk

W: <https://carshalton.ac.uk>

Carshalton is situated in the London Borough of Sutton. Study vocational education at all levels including full and part time courses, apprenticeships undergraduate and foundation learning.

Supported learning

Help for students who need support with learning skills and qualifications and preparation for work and independent living.



5. Places to go for more help



Achieving for Children website:
www.kr.afcinfo.org.uk/youngpeople

- Youth services
- Emotional Health Service
- Learning, training, working, volunteering
- Local Offer: support and information for young people with special educational needs and disabilities (SEND)

Stepping stones to work or study

There are local courses where you can work towards your English and maths GCSE (or functional skills) as well as getting support to equip you for getting a job.

Steps into Employment

Contact Kate Garratt, Skills Manager

T: 020 8547 6700

E: adult.education@kingston.gov.uk

Steps into Employment will enable you to gain the skills and qualifications to progress to an apprenticeship, employment or further education. You will study maths and English as well as other qualifications to help you develop your personal and social skills. You will attend three days a week studying in small, well supported classes.

Spear Programme

Free, six week course to help you get into work.

Monday to Friday, 2 to 5pm.

After the course, there is help with CVs, interview skills and support with job applications.

W: www.resurgo-spear.org

**Hammersmith,
Shepherd's Bush & Fulham**
T: 020 8748 5824
Text: 07715 657279

Clapham Junction
T: 020 3327 0185
Text: 07947 131524

National Citizenship Service: The Challenge

The Challenge is an opportunity for 15 to 17 year olds to build skills for work and life, while taking on new challenges.

NCS programmes have start dates in the summer and during October half term.

NCS is open to everyone and will look to accommodate any young people with disabilities wherever possible. Providers are trained to a high standard to be able to assess individual needs and help everyone enjoy the NCS experience.

For more information:

T: 020 3542 2400

W: www.the-challenge.org

W: <https://wearencs.com>



Hitz Programme

The Harlequin's Rugby Club's Hitz Programme is a fully-funded study programme. Learners must be aged 16 to 19. Courses include:

- Functional Skills English and maths (Accredited)
- Qualifications in sport, employability (contact provider for details of each cohort in 2019/20)
- Year 1: BTEC Level 1 In Sport along with Employability Level 1
- Year 2: NCFE Level 2 in Sport along with Employability Level 2
- Emergency First Aid Course (one day)
- 60 hours' work experience

Learners with SEND up to 24 years will be considered.

You can also take part in rugby and other sports, adventure activity days and volunteering and industry days.

To find out more and sign up for this programme please contact:

T: 07817 076851

E: mark.kilgallon@quins.co.uk

Prince's Trust

Prince's Trust programmes can help you if you are unemployed or in education, and aged between 16 and 25 years. The Team Programme is a 12 week personal development course, offering work experience, practical and employability skills, community projects and a residential week. You can achieve an award or certificate in employment, teamwork and community skills.

The programme is completely free and won't affect Jobseeker's Allowance.

To sign up you can contact the following providers.

Lambeth College, Clapham Centre

45 Clapham Common South Side
London SW4 9BL

T: 020 7501 5010

W: www.lambethcollege.ac.uk

Merton College

London Road
Morden SM4 5QX

T: 020 8918 7777

W: www.merton.ac.uk

Carshalton College

Nightingale Road
Carshalton SM5 2EJ

T: 020 8544 4501

W: www.carshalton.ac.uk

General enquiries helpline: 0800 842 842

Parents and carers

Re-engagement provision

If your child is aged 16 to 17 and does not have a school or college place for September, or is not ready for full time education or employment, Achieving for Children can help. Contact the 14 to 25 team:

T: 020 8547 5408

E: 14-25@achievingforchildren.org.uk

Local Offer

Local Offer website

For information about support available for families with children and young people aged 0 to 25 years with special educational needs or disabilities (SEND), visit:

W: www.afcinfo.org.uk/local_offer

The website contains information on educational opportunities and help to get into employment.

Identifying young people who may need support

Achieving for Children has a statutory duty to provide education and training to all 16 to 18 year olds.

We work with schools and colleges to find out which young people are in education or training. Sometimes we need to track young people to find out if they need more help. We contact parents by phone or home visit to do this. Any information provided to us is confidential and we will not pass it on to other services without your consent.

Financial help with studying

Colleges and other providers offer financial help to young people who need support to continue in education and training post 16.

If your child needs help to buy meals, books or other learning materials, talk to the school or college to see if they are eligible under the 16 to 19 bursary scheme. For more information, visit the website below.

W: www.gov.uk/1619-bursary-fund/overview

This booklet has been made with help from young people, parents and professionals.

Thank you to:

- Achieving for Children’s Easy Information Group. This is a group of young people who looked at the booklet
- Year 10 learners at Turing House School
- Year 11 learners at St Phillip’s special school
- Achieving for Children’s 14-19 Partnership
- SENCOs from secondary schools in Kingston and Richmond
- Achieving for Children’s Preparing for Adulthood Team’s caseworkers
- Parents of young people with special educational needs or disabilities
- 14-25 Team and other Achieving for Children staff

This booklet is aimed at you as a young person making choices for your future. If you, your parents or carers, have any comments on the booklet or suggestions as to other information you think we should include, let us know.

E: 14-25@achievingforchildren.org.uk

Find the latest version of this booklet on www.afcinfo.org.uk
Search in the Kingston and Richmond area for Information and Advice - Preparing for Employment

If you would like more information or careers advice please contact our 14-25 team:

T: 020 8547 5408

E: 14-25@achievingforchildren.org.uk

W: www.kr.afcinfo.org.uk



**achieving
for children**