



DFN Project Segreth Graduates 2019 at Public Health England, Colindale

BARNET GUIDE TO SUPPORTED INTERNSHIPS &

Alternative Offers of Employability based
options for SEN young people aged 16-24

BARNET
LONDON BOROUGH



SUPPORTED INTERNSHIPS

Supported Internships provide on-site practical work training, for young adults with special educational needs to gain work skills, leading to competitive paid employment.

They are designed to develop transferable skills, knowledge and attitudes in readiness for paid employment. Students can develop Employability, Customer Service, Confidence, Maths, English and ICT whilst working alongside employees in a real employment setting.

The classroom based learning at the workplace enables young people to try out different work roles, supported by a job coach.

Benefits of the programme:

- Participate in a variety of placements at a high status local employer
- acquire competitive, transferable and marketable job skills
- gain increased independence, confidence, self-esteem and friendship groups
- receive work-based individual instruction, coaching, support and feedback from the job coach, tutor and host business managers
- access to qualification in English, Maths and Work Skills.

Supported Internships in Barnet:



PUBLIC HEALTH ENGLAND

The DFN Project SEARCH Supported Internship at Public Health England (PHE) Colindale



TRANSPORT FOR LONDON (TfL)

The Supported Internship initiative at Transport for London (TfL) – the 'Steps into Work' Programme



ROYAL MENCAP SOCIETY

Mencap's Interns and Outcomes programme



BARNET SOUTHGATE COLLEGE

Work Path Unlimited

Public Health England

The DFN Project SEARCH Supported Internship at Public Health England (PHE) Colindale

This Project SEARCH Work Training Programme is a collaborative venture between key partners:

Host Employer:

Public Health England, Colindale, 61 Colindale Avenue, London NW9 5EQ

Further Education College Partner: Barnet and Southgate College

Supported Employment Partner: The Tottenham Hotspur Foundation

Lead Authority: London Borough of Barnet

Contact: projectsearch@phe.gov.uk

Programme Date: Sept - July

Public Health England is an executive agency, sponsored by the Department of Health, set up to protect and improve the nation's health and wellbeing and reduce health inequalities.

Entry Requirement

for this programme is that students are aged 18-24 on the 1st September in the year of the programme, have a learning disability and have an Education, Health and Care Plan in place. The student must commit to a 5 day a week programme and be an independent traveller or be undertaking travel training.

Programme

The programme is designed to develop transferable skills, knowledge and attitudes in readiness for paid employment. Students will develop Employability, Customer Service, Confidence, Maths, English and ICT whilst working alongside employees in a real employment setting. The classroom based learning at the workplace enables young people to try out three different work roles with ten weeks in each role, supported by the tutor and the job coach. Work placements are unpaid.

Work experience in:

- Media Production - packing, cleaning and sterilisation of glassware, dispatch of growth and nutrient media to customers
- Warehouse - customer orders and deliveries
- Front of House - Customer Service
- Laboratory Support - preparing laboratory equipment
- Business Administration - Admin support in various departments
- Waste Management
- Conferencing - supporting the Audio Visual Manager

CASE STUDY



Ambassador Dilesh
Narendra Tanna

Dilesh has been involved with Project SEARCH for 4 years. 1 year as a student and the past 3 years as an ambassador and business support. As an ambassador he promotes Project SEARCH everywhere he goes.

He also provides business support where he job searches for students and graduates, books and attends meetings, prints out documents and responds to emails.

'I have gained skills in leadership and public speaking and now have more confidence, I also now earn my own money which gives me independence' says Dilesh.



Public Health
England



Applications made directly to PHE:
projectsearch@phe.gov.uk

For more information contact:
projectsearch@phe.gov.uk

Royal Mencap Society

Mencap's Interns And Outcomes programme is tailored to the unique needs and career aspirations of the individual.

Host Employer: Various

Education Partner: Royal Mencap Society

Supported Employment Partner: Royal Mencap Society

Lead Authority: London Borough of Barnet

Contact: helpline@mencap.org.uk

Programme Date: Sept - July

Entry Requirement

Entry Requirements for this programme are that students are aged 16-24, have a learning disability and an Education, Health and Care Plan in place, who also:

- would like to find a job
- will be ready for work after completing the programme
- live in the London borough of Barnet
- will be able to travel independently by the end of the programme (Mencap can provide travel training to help with this).

Programme

Interns And Outcomes is a full-time study programme lasting 12 months, including a work experience placement – usually about 6 months. The programme also provides a job coach to help interns learn on the job, plus group work opportunities to learn from one another and develop social skills.

Work placements

A range of unpaid placements will be offered determined by individual needs and aspirations.

How does it help?

Interns And Outcomes offers a range of benefits, helping people with a learning disability to:

- build greater confidence
- improve English and maths skills
- better understand employment
- show employers what they can do
- progress towards paid work.

CASE STUDY



Conner

My name is Conner and I am 20 years old. I have completed the Mencap Interns and Outcomes programme. I have trained as a Front of House Assistant at the Oxford New Theatre and I work regular matinee shows.

I have high anxiety levels and sometimes I struggle to communicate well, I can talk about inappropriate things and not notice if people are uncomfortable. To help me with this, my job coach and I did lots of work on body language and facial expression so that I am better able to interpret what other people mean and how I might be making them feel. This has helped me a lot and I feel much

happier talking to people now, I am even happy serving and helping customers who have come to see the shows.

I was worried about whether I would be able to understand complicated tasks as I sometimes get confused if there are multiple steps involved. However the programme allowed me to learn tasks at my own pace without pressure and as a result I picked things up much quicker than I ever thought I would. I now regularly help the marketing team at the theatre by organising the room where they keep all the theatre posters and leaflets. I even helped to create a table where posters are noted by date and size. When the marketing assistant left she was so grateful for my help that she got me a card and a present.

I now have a paid job working front of house at the theatre, in my role I serve customers who have come to see the shows. I use the maths skills I have developed on the internship to help me handle cash and serve food and drinks. I really like my job as it means I get to see lots of shows which I never would have done without the internship.

Annalysa, Conner's manager, commented that 'Conner has been a huge help to us in marketing and we are really pleased to have him as part of our team. I have only heard very positive things about him front of house and I am sure he will enjoy seeing all the shows!'



Find out more - contact
helpline@mencap.org.uk
0808 808 1111
and ask about Interns And Outcomes

Transport for London (TfL)

The 'Steps into Work' Programme at Transport for London (TfL).

This Supported Internship initiative is a collaborative venture between key partners:

Host Employer:

Transport for London (TfL), TfL Offices, 5 Endeavour Square, London E20 1JN

Further Education College Partner: Barnet and Southgate College

Supported Employment Partner: Royal Mencap

Lead Authority: London Borough of Barnet

Contact: SEN@barnetsouthgate.ac.uk or stepsintowork@tfl.gov.uk

Programme Date: Sept - Aug

Entry Requirement

for this programme is that students are 16 years + with learning disabilities or on the autism spectrum and it is helpful to have an Education, Health and Care Plan in place but may not be necessary in certain circumstances. The student must commit to a 5 day a week programme, Mon-Fri from 10:00am until 3:30pm. Students must be an independent traveller, be able to study at Level One and must have a strong interest in public transport.

Programme

Students will have the opportunity to gain practical experience in the workplace whilst learning and developing employability skills. They will study for a BTEC Level 1 qualification and will be students of Barnet & Southgate College and not TfL employees. The programme, is based in TfL's offices in central London and is made up of three unpaid work placements, mainly in offices across TfL, supported by tutor and job coaches. Those aged 18 or over will also have the option of working as a customer service assistant (CSA) in a London Underground station. Most work placements are within TfL but some are with TfL's partner organisations including the Greater London Authority.

WORK EXPERIENCE offered by the programme include:

- Administration – sorting and delivering mail to departments; filing, photocopying, scanning, data entry
- Office support – sending emails, setting up IT and equipment for meetings; create and issue letters; stationery orders, organising meetings; labelling files for archiving; storing and shredding.
- Customer Service – meeting visitors; helping with enquiries, responding to phone enquiries.

CASE STUDY



David Yeboah

When David joined the Steps into Work programme he was shy and lacked confidence dealing with customers, following a bad experience in a previous work placement when a customer had shouted at him. Throughout the programme, David gained belief in his own ability and took part in a customer services assistant placement at Kings Cross Station. This built his confidence in face-to-face interaction and he realised he enjoyed helping customers, especially using his excellent knowledge of the transport network. Through this placement David came to realise that not all customers are rude people who will shout at you.

David also completed a placement in TfL's Information Management Service Transition Team. He said: "I really enjoyed this placement as I really like technology and I got to see how TfL were using technology to improve their services."

As a direct result of the programme David gained a full-time job with TfL's Lost Property Office.

David aspires to buying his own flat in the future through continued hard work and dedication. For him, this is just the beginning.



Barnet Southgate College

Work Path Unlimited



Host Employer: Various employers across the London Borough of Barnet including Beaufort Homes in Colindale.

Education Partner: Barnet Southgate College

Supported Employment Partner: London Borough of Barnet

Lead Authority: London Borough of Barnet

Contact: pete.way@barnetsouthgate.co.uk

Programme Date: Oct – Jun

Entry Requirement

for this programme is that applicants are 16 years or above, that they have an Education, Health and Care Plan, and that they are ready to carry out their job roles with support and move into employment after the course. Applicants should be an independent traveller or able to become an independent traveller over the duration of the course.

Programme

Work Path Unlimited is a new programme starting in October 2019. It runs for three days a week. For one day a week interns will attend lessons in employability, maths and English at the College's Southgate Campus. Lessons will allow interns to share and reflect on what they have learnt in the workplace. Students can also take Functional Skills qualifications in maths and English. For two days a week interns will work in placements and will be supported to look for paid employment.


Work Experience

planned for the programme includes placements in construction, maintenance, horticulture and office administration.

Details of other Supported Internships can be found on Barnet Local Offer website

<https://www.barnetlocaloffer.org.uk/pages/home/information-and-advice/preparing-for-adulthood/education-training-and-employment/supported-internships>





For further information
about Supported
Internships please contact:

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07500 124 566 or

zoreena.daniels@barnet.gov.uk –
020 8359 2011

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