

Education, Employment and Training



EDUCATION

The purpose of this workbook is to:

- provide you with an understanding of the post 16 education, training and employment options
- help you to understand the levels and types of qualifications available
- ensure you are aware of the support available within the post 16 sector and within Virtual School Kent
- provide you with information regarding financial support when accessing post 16 education or training

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UNIT 1 – Post 16 Options

Young people have a wide variety of options open to them when they finish year 11 in school as they head into academic years 12 and 13. It is important that you are aware of all of the options and takes time to consider what may best meet your needs and interests.

You can:

- remain in education by staying in 6th form
- go to College
- undertaking an Apprenticeship
- access a Work Based Learning programme
- be employed/volunteering with training

Things to consider:

Sixth Form

Aspects to consider:

- Variety of options to study – some subjects may not run if not enough numbers
- Year long programmes
- May not be able to study if haven't achieved C grades in Eng and Maths
- Familiarity of school
- Can be expected in school all week regardless of lesson time
- Closer supervision

College

Aspects to consider:

- Various levels of courses to study
- Majority will be year long courses
- Will need to resit Eng And Maths if haven't achieved a C grade
- Meeting new people
- Can have more freedom than a school
- Need to be self motivated

Apprenticeship /Traineeship / Supported Internship

Aspects to consider:

Apprenticeship

- Opportunity to work and learn at same time
- Can be a struggle financially if young person living independently
- Has to be a minimum of a year
- Includes Eng and Maths if not already achieved at C grade

Traineeship

- Stepping stone onto an apprenticeship
- Often very intensive programme
- Includes Eng and Maths if not already achieved at C grade

Supported Internship

- Must have an EHCP
- Exemption from resitting GCSE's

Training Provider/ Work Based Learning

Aspects to consider:

- Various start dates – not always a year long programmes
- Smaller environments
- Staff more accommodating/flexible
- Includes Eng and Maths if not already achieved at C grade

Employed with training / Volunteering

Aspects to consider:

Employed

- Various start dates – can be temporary posts of permanent
- Smaller environments
- Staff more accommodating
- Impact on financial support received

Volunteering

- Young people don't always see the benefit in it
- Shows commitment
- Can lead to employment/training

Think about the following points, answer the questions and discuss them with your friends, foster carer, social worker

- Where do you want to go for their Post 16 options?
 - Do you think the environment is suitable for you, taking into consideration your personality, ability, behaviour, friendship groups, independence skills, confidence, etc.
- How will the young person travel to their chosen Post 16 provision?
 - Is it accessible by train/bus, what time will you need to leave for a 9.00 am start, how will travel be funded?

- Are you going to meet the entry requirements? What are the options if you don't meet the entry requirements?
- Have you carefully considered whether this is the right type of qualification? Academic or vocational?
 - If you are looking at academic options such as A-Levels then you should be achieving B grades or above at GCSE to be able to realistically manage the level of work required at A Level standard. If you are looking at vocational options, look at providers that will offer a level 1, 2 and 3 within that chosen subject, e.g. construction.
- Look at OFSTED report and asking the provider what previous young people have progressed onto upon completing the course.
- English and Maths
 - If you have not achieved a C grade or above in both English and Maths, then it will continue in your post 16 choices and part of your overall study programme whether you are at College, at school, on an apprenticeship or on a work based learning programme
- Enrichment – Get Involved!
 - Young Adults Council –consider becoming a member of YAC, or to attend the participation activities
 - University Taster Events and Summer Schools –participate in events to help inspire your career paths and raise aspirations
 - National Citizenship Service –take part in the NCS scheme (check age criteria)

For more information to see what is available locally:

- <https://www.readytoworkkent.co.uk/> - lets you search and apply for alternative provision by town for programmes with various start dates
- <http://www.apprenticekent.com/home> - lets you search and apply for apprenticeship vacancies in Kent
- <http://www.kent.gov.uk/jobs/starting-your-career/work-experience> - lets you apply for work experience within Kent County Council
- <http://www.kent.gov.uk/leisure-and-community/volunteering> - information on various different types of volunteering opportunities and links

UNIT 2 – LEVELS OF QUALIFICATIONS

Types of Qualifications:

Academic or Vocational? How do you like to learn – by reading, writing and analysing or by using your hands?

If you like to learn through more practical ways, then look for qualifications that are vocational – Hairdressing, Construction, Health and Social Care – something that is going to train you in specific area of work. However there will still be reading and writing involved.

If you learn in a more academic way then look to courses where there is less vocational element – e.g. A Levels.

LEVEL	QUALIFICATIONS	GENERAL ENTRY REQUIREMENTS
ENTRY LEVEL	<ul style="list-style-type: none"> Foundation Learning Skills for Life English & Maths 	<ul style="list-style-type: none"> None, usually an interview/assessment with the teaching department
LEVEL 1	<ul style="list-style-type: none"> Foundation Learning Progression Curriculum BTEC awards, certificates and diplomas Functional Skills OCR Nationals NVQs 	<ul style="list-style-type: none"> GCSEs or equivalent at grades E/G or above
LEVEL 2	<ul style="list-style-type: none"> Apprenticeship GCSEs graded A*-C NVQs Skills for Life BTEC awards, certificates and diplomas Functional Skills 	<ul style="list-style-type: none"> GCSEs or equivalent at grades C/D or above Level 1 Diploma (at Merit/Distinction profile)
LEVEL 3	<ul style="list-style-type: none"> AS/A-Levels 90 Credit /Extended Diploma Access to Higher Education Advanced Apprenticeships Advanced Extension Awards International Baccalaureate NVQs Advanced and Progression Diploma BTEC awards, certificates and diplomas BTEC Nationals OCR Nationals 	<ul style="list-style-type: none"> Five GCSEs (or equivalent) at grades C or above – usually including English and Maths Level 2 Diploma (at Merit/Distinction profile)
LEVEL 4	<ul style="list-style-type: none"> Higher National Certificate Higher Apprenticeship Certificates of higher education NVQs BTEC Professional Diplomas, Certificates and Awards 	<ul style="list-style-type: none"> One A Level or equivalent at grade C or above Level 3 qualification Minimum of 80 UCAS points
LEVEL 5	<ul style="list-style-type: none"> Foundation Degree Higher National Certificate/Diploma Other higher diplomas NVQs BTEC Professional Diplomas, Certificates and Awards 	<ul style="list-style-type: none"> One A Level or equivalent at grade C or above Level 3 qualification Level 3 Diploma/Certificate Access to Higher Education Minimum of 80 UCAS points
LEVEL 6	<ul style="list-style-type: none"> Degree National Diploma in Professional Production Skills BTEC Advanced Professional Diplomas, Certificates and Awards Graduate Certificates and Diplomas 	<ul style="list-style-type: none"> Two/three A Levels at grade C or above Level 3 qualification Minimum of 160 UCAS points
LEVEL 7	<ul style="list-style-type: none"> Masters 	<ul style="list-style-type: none"> 2:1 Degree minimum
LEVEL 8	<ul style="list-style-type: none"> Doctorate 	<ul style="list-style-type: none"> 2:1 Degree Masters

UNIT 3 – Support available

Virtual School Kent:

Virtual School Kent works on a structure model of locality teams. Each locality team has an Assistant Head who is responsible for the tracking and monitoring of young people attending schools in their locality area (not where the young person lives)

For those in year 11, the Year 11 Progression Support Officers, attached to each locality team, are there to support with making post 16 choices. They liaise very closely with Social Workers, Foster Carers and Designated Teachers

For those that are in academic years 12 and 13, they are supported in a different way. If the young person is attending a 6th form then they will remain under the responsibility of the locality Assistant Head.

For all other young people (e.g. attending College, apprenticeship, employed, volunteering, work based learning, not accessing any provision, missing), they will be the responsibility of the Post 16 Assistant Head who covers the county. Supporting the Post 16 Assistant Head are Post 16 Support Officers who have a locality area each to cover and support the young people accessing provision in those areas.

Ask your Social Worker or Personal Adviser for more information of who your VSK link may be.

Designated Teacher / Designated Member of Staff:

All schools are required to have a Designated Teacher for Children in Care. The Designated Teacher provides a central point of contact within the school and should have lead responsibility for helping school staff to understand the things which affect how Children in Care learn and achieve.

All of the Kent and Medway Colleges and Universities have a Designated Member of Staff for Children in Care and Care Leavers to again act as a central point of contact. They can support you accessing additional support, financial support and help with progression. You can arrange to meet the DMS before you enrol at the College or University to help settle any concerns

Personal Education Plan (PEP)

To support you with your onward progression, you will have PEP meetings during years 12 and 13, and into year 14. The meeting normally takes place at your education or training placement and brings together key professionals to ensure you are receiving the support you require and to recognise achievements. The meeting can take on different formats; speak to your Social Worker or Personal Adviser about this.

Transition Policy

The Virtual School Kent Post16 Team have been working in collaboration with the 18+ Service, Colleagues within the Education Directorate and within Corporate Parenting to develop a new policy that identifies how we will work together to support young people in Key Stage 4 and above transition into Education, Training and Employment. The policy includes resources for professionals to use when working with a young person to help them identify possible options for them as they move into Key Stage 5. To view the policy, please visit - <http://www.virtualschool.lea.kent.sch.uk/perch/resources/downloads/news-corporate-parenting-transition-policy-aug-2016-v8.pdf>

Pen Picture and Matching Tool

To help you in identify possible onward plans, and into post 18 years, we have put together a 'Pen Picture' and 'Matching Tool' for you to complete with your Social Worker or Personal Adviser:

The documents below can support those working with a young person to access education, training or employment:

[Pen Picture ETE Referral](#)

Section A: General Information

Name	
Age	
Date of Birth	
Living Situation	
Address	
Phone number	
Email	
Personal Advisor name	
Contact details	
Benefits Claimed	
External agencies working with client	
Health issues	
Criminal Record	<input type="checkbox"/> Yes <input type="checkbox"/> No
Parental Responsibility	<input type="checkbox"/> Yes <input type="checkbox"/> No
UASC	<input type="checkbox"/> Yes <input type="checkbox"/> No
SEN/EHC statement	<input type="checkbox"/> Yes <input type="checkbox"/> No
Educational Attainment including level of English and maths	
Work Experience	

Section B: to be completed by the Young Person

Q1: What was your favourite subject at school? Which were you best at?

Q2: Are you a creative person?

Q3: Would you like manual work?

Q4: Would you like office based work?

Q5: Would you like to work with the public? Would you feel confident in this role?

Q6: Do you have any specific interests?

Q7: What would be your dream job?

Q8: Would you like to go back to college or would you prefer an apprenticeship/training programme

Q9: What do you think are your strengths?

Q10: What challenges do you think you face in finding work? How can we help resolve this?

Section 3: To be completed by the Personal Advisor with the young person

Q1: What do you believe are the young person's strengths?

Q2: What do you think are the barriers to employment/education/training?

Q3: What role do you think the young person would be best suited to?

Q4: Please provide a rating if the likelihood of this young person engaging in education/training/employment:

- 1- Likely**
- 2- Unsure**
- 3- Unlikely**

Please explain this rating

Q5: Please provide any further information you feel is relevant.

DATE COMPLETED: _____/_____/_____

Matching Tool

Young Person Name:
Young Person Date of Birth:
Young Person town living:
Area Young Person able to access:
PA/SW name and contact details:

Summary of young person pen picture:

Young Person EET aspirations:

Please Tick	EET	Ready to access EET	More support required	Action to be taken and by whom	Timescale
	Employed				
	Full time education				
	Part time education				
	Apprenticeship				
	Traineeship (max 6 months)				
	Supported Internship (must have EHCP)				
	Work Based training				
	Volunteering				
	Higher Education				
	Alternative option.....				
	No EET aspiration identified				

Local District Partnership Meeting Outcomes:

Date discussed at meeting	Outcome/Details of offer	Actions

Date Completed.....

Completed by.....

UNIT 4 – Financial Support

Education – for those in academic years 12 and 13:

For those studying a fully recognised qualification at either a school, college or training provider, you may be entitled to the Discretionary Vulnerable Learner Bursary (Care Leaver Bursary) from the education provider. The bursary is to supported educational related costs. Each provider can administer the bursary how they wish – best practice suggests a meeting with the young person and the education provider to discuss any course related costs (e.g. travel, kit and equipment) and agree how to use the bursary.

In some cases the young person may receive payments so will need a bank account in their own name.

Attendance and behaviour can be considered when making payments to the young person.

The bursary is for those aged 16-18 in the academic years 12, 13 and in some cases year 14 – the young person must be aged 18 on the 31st August of the new academic year.

Education – for those 19+ years:

For those aged 19+, please speak to the individual education provider as to the financial support they may be able to offer the young person - it will depend on any benefits you are receiving, on your previous qualifications and what you are hoping to study.

There may be support with course related costs and childcare.

Apprenticeship:

If you are considering undertaking an Apprenticeship then you need to work through your expenses to ensure you can afford to do this – especially if you are living independently. Most Apprenticeships pay the minimum wage for an Apprenticeship and depending on your age. Some employers will pay more.

Some employers will help with travel costs, others will expect you to fund that out of your salary.

You are not entitled to the Discretionary Vulnerable Learner Bursary mentioned above.