

# ‘Moving On’

Options for School Leavers  
with Additional Needs

**Information for Parents & Carers**

Produced by the Preparing for Adulthood Additional Needs Team

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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 are 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](http://www.youthoria.org)

Please speak to your Additional Needs Pathway Adviser for further information (contact details on p32).

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 Preparing for Adulthood Additional Needs Team (pg 32).

# 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. 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](http://www.cambridgeshire.gov.uk/ehcplan)

## **The Local Offer**

All Local Authorities must publish a 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 :

[http://www.cambridgeshire.gov.uk/info/20136/special\\_educational\\_needs\\_and\\_disabilities\\_local\\_offer](http://www.cambridgeshire.gov.uk/info/20136/special_educational_needs_and_disabilities_local_offer)

# 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.

School Levels	Qualification Levels
A Levels	A Levels Level 3 Qualifications
4 / 5 GCSEs at A*-C Schools tend to stop using National Curriculum levels to measure progress at this point.	4 / 5 GCSEs at A*-C Level 2 Qualifications
4 / 5 GCSEs at D-G National Curriculum Level 4 to 7.	4 / 5 GCSEs at D-G 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

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

# 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 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.

# Cambridge Regional College

## Level One

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- 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

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- Vocational Opportunities (Work Traineeships)
- Young Options
- The Prince's Trust Team Programme (12 weeks Full-Time)

## Entry Level 3

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- 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

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- Progression Programme

## Entry Level 1

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

### College of West Anglia (CoWA) (Kings Lynn Campus)

#### Level One

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- BTEC Diploma in Art and Design
- BTEC Diploma in Business, Retail and Administration
- BTEC Diploma in Construction
- BTEC Diploma in IT
- BTEC Diploma in Performing Arts
- BTEC Diploma in Travel and Tourism
- Care and Childhood Studies
- Construction Skills - Brickwork
- Diploma in Hair and Beauty
- Diploma in Hairdressing
- Diploma in Hospitality
- Introduction to Engineering Skills
- Introduction to Plumbing and Electrical Skills
- Introductory Certificate in Hospitality
- Motor Vehicle - Service and Repair
- Sport Extended Certificate Uniform Services

#### Foundation Courses

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- Bridge to College
- Developing Workskills - level 1

#### Entry Level 3

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- Bridge to College
- Bridge to Information Technology (IT)
- Bridge to Motor Vehicle
- Bridge to Performing Arts
- Bridge to Technology
- Bridge to Creative Arts
- Bridge to Media and Arts
- Developing Enterprise
- Developing Workskills
- Independent Living
- Moving On to Independence
- Stepping On (preparation for study, life and work)
- Stepping Out (Sports and Uniform Services)
- Stepping Out (Hairdressing)
- Stepping Out (Care and Childhood)

#### Entry Level 2

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- Independent living
- Bridge to Education
- Becoming Independent

#### Entry Level 1

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- Developing Independence
- Promoting Independence

### CoWA (Isle Campus)

#### Level One

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- BTEC Diploma in Art and Design
- BTEC Diploma in Construction
- BTEC Diploma in IT
- Care and Childhood Studies
- Certificate in Making Furniture and Furnishings
- Construction Skills - Brickwork
- Construction Skills - Carpentry and Joinery
- Construction Skills - Painting and Decorating
- Construction Skills - Plastering
- Diploma in Hair and Beauty
- Introduction to Plumbing and Electrical Skills
- Motor Vehicle - Service and Repair
- Sport Extended Certificate

#### Foundation Courses

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- Developing Workskills - level 1
- Project search - level 1

#### Entry Level 3

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- Moving to Independence
- Bridge to Media and Art
- Bridge to Motor vehicle
- Bridge to Technology
- Bridge to Creative Arts
- Stepping Out (Hairdressing)
- Stepping Out (Care and Childhood)
- Bridge to Technology (Construction)
- Bridge to IT

#### Entry Level 2

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- Bridge to Education
- Becoming Independent

#### Entry Level 1

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- Promoting Independence



## College courses

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### CoWA (Milton Campus)

#### Level One

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- Diploma in Agriculture and Land Based Studies
- Diploma in Animal and Horse Care

#### Entry Level 3

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- Stepping Out (Land Based)

#### Entry Level 2

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- Stepping Out (Land Based)

#### Entry Level 1

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- Stepping Out (Land Based)

### Shuttleworth College (part of Bedford college)

#### Level One

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

### Huntingdonshire Regional College

#### Level One

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- City and Guilds Hairdressing
- City and Guilds Beauty Therapy
- Cambridge Tech Diploma in Art and Design
- Cache Foundation in Caring for Children
- Construction: Multi-Trade
- CSkills in Bricklaying
- EAL Certificate in Engineering
- City and Guilds in Electrical Technology
- Diploma in site Carpentry
- Diploma in Motor Vehicle

#### Foundation Courses

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- Vocational Studies - study programme which includes PSHE, Maths and English qualifications, Work experience, non-accredited vocational carousels in: IT; Business Studies; Motor Vehicle; Engineering; Sport; Childcare; Construction; Hair and Beauty

- Archway level 1

#### Entry Level 3

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- Archway
- Employability skills

#### Entry Level 2

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- Preparation for work 2
- Independent skills

#### Entry Level 1

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- Preparation for work 1
- Independent Skills
- Learning about life
- Gateway/Gateway Learning Transition group

#### Pre-Entry

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- Learning about life
- Gateway/Gateway Learning Transition group

### Peterborough City College

#### Level One

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- Certificate in Information and Creative Technology
- Diploma in Introduction to Health, Social Care and Childrens' and Young Peoples' Settings
- Diploma in Introduction to the Travel and Tourism Industry
- 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 Entry to the Uniformed Services
- Diploma in Business Administration
- Study Skills: ESOL
- NCFE in Performance Skills using Dance
- Step up to your Success

#### Foundation Courses

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- Study Skills: step up to your success
- GAPP
- Occupational studies

## College courses

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### Entry Level 3

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- Skills for Independence
- Introduction to Hair and Beauty
- Certificate in Construction Skills
- GAPP
- Step up to your Success

### Entry Level 2

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

### Entry Level 1

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- Skills for Independence
- GAPP

## Peterborough Regional College

### Level One

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- 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
- PT Programme Princes Trust Award
- Extended Certificate in Business, Retail & Admin
- Rural Skills
- 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
- Diploma Applied Science
- Accelerate and Accumulate
- EAP Course
- Aspirers

### Foundation Courses

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- Springboard

### Entry Level 3

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- Childcare Programme
- ESOL
- Diploma in Vehicle Maintenance
- Skills for Adult Independence
- Working Life

### Entry Level 2

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- ESOL
- Working Life
- Introduction to Working Life

### Entry Level 1

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- Introduction to learning for Living
- ESOL

### Pre-Entry

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- Engage and Progress in ESOL
- Essential skills

# 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.

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](mailto: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

**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

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.

## Granta School

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

[office@granta.cambs.sch.uk](mailto:office@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](mailto:office@highfield.cambs.sch.uk)

- ASDAN Personal and Social Development (PSD) at Entry Level 1-3. Award (one year course) or certificate (2/3 year course).
- ASDAN (Personal Progress). This can be topped up with AQA units (Entry 1 or pre entry)

## Foundation Learning in School Sixth Forms

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- For learners with more profound learning difficulties they offer Transition Challenge. This starts in Key stage 4 and continues into Key Stage 5.
- Following Transition Challenge, learners will work towards ASDAN Personal Progress at Entry Level 1. Learners can gain an Award (8 credits), Certificate (14 credits) or Diploma (37 credits).

## Meadowgate Post 16, Meadowgate Special School

Wisbech, Cambs. PE13 2JH. Tel: 01945  
461836 Fax: 01945 589967  
[office@meadowgate.cambs.sch.uk](mailto:office@meadowgate.cambs.sch.uk)

- OCR-Life and Living Skills
- Functional skills at Entry 1-3: these include: Communication, Numeracy and ICT, Personal Skills and Home Management
- In addition: vocational and practical units in horticulture, cookery, arts and crafts
- If pupils progress further than entry levels then they can take OCR functional skills at Level 1.
- Employability is taught in order to prepare for the world of work, work experience placements in a variety of work related settings.
- Pupils also attend the College of West Anglia for half day transition course in Design and Technology
- Pupils take part in the Sports Leaders' programme
- Independent travel will be incorporated in the time table

## Spring Common Post 16

Spring Common Special School, American Lane, Huntingdon, Cambs, PE29 1TQ.

Tel: 01480 377403, Fax: 01480 377405  
[office@springcommon.cambs.sch.uk](mailto:office@springcommon.cambs.sch.uk)

- OCR Functional Skills; Math, 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, Creative Media, Hair and Beauty skills.
- Work Experience-One day a week placement-totalling 10 days or longer if applicable.
- Work Related Learning and Enterprise Course including Catering and Horticulture
- ASDAN Towards Independence Modules-PSHE, Life Skills
- 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
- Sensory/Therapeutic Curriculum tailored to individual needs
- Transition Planning tailored for individuals with complex needs eg bespoke College Link or Social care provision

### Samuel Pepys

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

Post 16 Bargroves Group (P8 and below)

- ASDAN Personal Progress

Post 16 Ernulf Group (Entry 1- Level 1)

- ASDAN PSD
- ASDAN Employability
- OCR Functional Skills

### Impington Village College

New Road, Impington, Cambridge, CB24 9LX  
Tel: 01223 200458

[jwilliams@impington.cambs.sch.uk](mailto: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 (Entry 3)
- English (Entry Level)
- Religious Studies (Entry Level)
- ICT
- Introduction to Hairdressing and Beauty Therapy
- Access to the range of International Baccalaureate certificates.
- Access to the range of A Level subjects offered.

# Mainstream 6<sup>th</sup> 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 6<sup>th</sup> Form:

High Street, Cottenham, Cambridge, CB24 8UA

<http://sixthform.cvcweb.net/>

Tel: 01954 288 944

Email: [office@cvcweb.net](mailto:office@cvcweb.net) [www.cvcweb.net](http://www.cvcweb.net)

- Employability and Personal Development City & Guilds (Entry 3 / Level 1 / Level 2 Certificate)
- English, Maths and ICT Functional Skills and GCSEs
- The BTEC Level 1 and Level 2 First Award in Art and Design
- BTEC Level 1 and Level 2 First Award/First Certificate in Construction and the built environment
- BTEC Level 2 Extended Certificate in Construction and the built environment
- Level 1 and 2, OCR Technical Media Certificate/Extended Certificate/Diploma
- Level 1, City and Guilds Certificate/Diploma (Introduction to Hair & Beauty Sector)
- Level 2, City and Guilds Certificate/Diploma in Creative Hair & Beauty Studies
- Edexcel BTEC Level 1 / 2 First Award in Health and Social Care.
- Edexcel BTEC Level 1/Level 2 First Award in Hospitality
- Level 1, Edexcel BTEC Certificate/Diploma in Sport and Active Leisure
- Level 1 / Level 2 Preparation for Work.

## Ely College 6<sup>th</sup> Form

Downham Road, Ely, CB6 2SH, Tel: 01353 667763, [office@elycollege.co.uk](mailto:office@elycollege.co.uk), Sixth Form – 01353 652818

- ASDAN Certificate in Personal and Social Development at Entry and Level 1.
- Level 1 Certificate/Diploma Public Services
- Level 1 Certificate/Diploma City & Guilds Construction Skills
- Level 1 Certificate/Diploma Hospitality
- Level 1 Certificate/Diploma City & Guilds Hairdressing
- Level 1 Foundation project
- Level 1/ Maths (entry level 3 for Math is also offered), English and Functional skills

# Individual Curriculum Solutions

Within Cambridgeshire, Individual Curriculum Solutions may be offered to young people aged 16-25 with complex or multiple learning difficulties and/or disabilities. The 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:

**Huntingdonshire Regional College** – individualised programmes encompassing skills based sessions and independent living and particularly skilled in working with young people on the autistic spectrum.

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

**Peterborough Regional College** – Learning for Living courses at Entry level and programmes run in partnership with City College Peterborough

**College of West Anglia** – bespoke 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

**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 Performance Arts – drama and performance**

T: 07841 990611

[www.bedazzlearts.com/](http://www.bedazzlearts.com/)

Groups across the county and consideration of bespoke individual projects

## **Branching Out (Littleport) – Horticulture/Woodwork/Catering/ Charity Shop**

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 and encourage people to overcome difficulties and achieve in everyday life. 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, 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](mailto:reception@branchingoutuk.com)

## **Burwell Community Print – Print finishing service**

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

Print business – experience in all aspects of business including print and finishing / customer service and planning.



## Employment

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### **Camtrust Design (Impington)**

22 Cambridge Road, Impington, Cambridge  
CB24 9NU. T: 01223 236786

E-mail: [info@camtrust.co.uk](mailto:info@camtrust.co.uk)  
[www.camtrust.co.uk](http://www.camtrust.co.uk)

Camtrust is a charity offering a range of learning and leisure activities for adults with disabilities and 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.

### **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)**

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

Accredited courses and non- accredited experience in horticulture, woodwork, catering and retail.

### **Hope Social Enterprises (March)**

Units 3 and 5, Foundry Way. March.  
PE15 OWR. T: 01354 606745

Furniture recycling project. Collects unwanted furniture, cleans and refurbishes items and resells to the public at low prices. Also sells electrical items, toasters, bedding and other assorted goods donated from high street suppliers through market stalls and own shop.

### **The K9 Project**

Contact Chris Kent 07990 504994,  
[www.k9project.co.uk](http://www.k9project.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.

### **Learn Explore Aspire Progress (LEAP)**

California Road, Huntingdon, Cambs. PE29 1BL. T: 01480 379211

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.

## Employment

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### **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 (Snake Hall Farm) – Horticulture and retail**

The Prospects Trust, Snakehall Farm, Swaffham Road, Reach, Cambridge. CB25 0HZ  
T: 01638 741551

Work experience and accredited training in horticulture, organic market gardening; also runs a mobile garden maintenance team.

### **Re-Creations**

Fernlea House, 77 St Peters Road, Upwell, Cambridgeshire. Pe19 9EJ

T: 07729 459025 or/ [stacy@re-creations-project.org](mailto:stacy@re-creations-project.org)

Re-Creations is a recycling project for people with learning disabilities in Cambridgeshire. Members work together to collect re-useable materials, learn crafting skills of their choosing, and sell their finished products online and at market.

### **Red to Green (Options and Aspirations)**

Red2Green, Harvey's Barn, Park End, Swaffham Bulbeck, Cambridge. CB25 0NA  
T: 01223 811662

[www.red2green.org](http://www.red2green.org)

Options Day Services – activities for people with learning disabilities; includes working in the Red2Greenhouse and shop, and computer skills.

Aspirations – focusing on adults with autistic spectrum disorders includes life skills and independence skills, work readiness and work experience.

### **Rowan Humberstone – Arts and Crafts**

40 Humberstone Road, Cambridge, CB4 1JG.  
T: 01223 566027

[www.rowanhumberstone.co.uk](http://www.rowanhumberstone.co.uk)  
[info@rowanhumberstone.co.uk](mailto:info@rowanhumberstone.co.uk)

Rowan is an arts centre where artists and craftspeople work with learning-disabled students in 5 studios: woodwork, ceramics, printmaking, textiles and mixed media art. As well as their own creative projects, students work on private commissions and exhibit their artwork. Most importantly students make new friends, increase their confidence and enjoy themselves. Music and performing arts opportunities coming soon.

Rowan opens 9am-3pm, 50 weeks of the year. Weekly half-day and full-day student places are available.

### **Saxongate**

Saxongate Centre, Bradbury Place, Huntingdon PE29 3RR, T: 01480 423053,  
Email: [info@papworth.org.uk](mailto: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.

## Employment

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### Special Choices

5, Hall Close, Hertford, Pe29 1XJ Tel: 01480 451 828, Mobile: 07702 596172, email: specialchoices@yahoo.co.uk

Morning sessions are held 5 days a week from 9.45am-2.45pm. They run a varied range of sessions from cooking, travel training, drama, music and art and craft. Afternoon sessions are held at 3.30-6.30 on a Tuesday and Thursday. The afternoon will focus on providing the skills and building confidence to support people with employment, whether paid or voluntary.

**Huntingdon Mencap.** This offers Employment skills and education skills i.e food hygiene certificate/home cooking/life skills and travel training. This is also based at Special Choices. Huntingdon Mencap.

### Reboot Cambridge CIC

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

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:

This is an exciting new employment-focused provision, aiming to support, train and develop young adults with learning difficulties and disabilities to become work-ready, whilst engaging with the St Neot's Community

Contact: Mark Hawking 07518 795301 or Cartherine Fairholm: 07518795370

e-mail: [contact@switchnow.org.uk](mailto:contact@switchnow.org.uk) or visit [www.switchnow.org.uk](http://www.switchnow.org.uk)

### Harry Specters Fine Chocolate

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.

59 Sunderlands Avenue Sawston Cambridge CB22 3JU

Email: [info@harryschocs.co.uk](mailto:info@harryschocs.co.uk), <http://www.harryschocs.co.uk/pages/social-enterprise>

Phone: 07889 305 330

### The Helping Hands Group

Chartford House, Padholme Rd East Peterborough PE1 5XL

0800 085 0865

[info@thehelpinghandsgroup.co.uk](mailto:info@thehelpinghandsgroup.co.uk)

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. Wisbech Centre soon to be opened.

# 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](http://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/](http://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.

## Education Youth Services EYS, Wisbech

Education Youth Services EYS, Unit 7, Anglia Way Wisbech PE13 2NT T: 01945 580800

- Study Programme
- Adult Skills

## GAPS Programme TCHC

Number 6, Suites 1 - 5, First Floor, The Paddocks, Lincoln House, 347 Cherry Hinton Road, Cambridge, CB1 8DH T: 01223 245135 email: [mgnreferrals@tchc.net](mailto:mgnreferrals@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

Outreach Executive: Claire Protherough

T: 01438 730522 or, 01438 730520

(Stevenage office) 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.

## Employment

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**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.

## 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.

### Volunteer Centre Huntingdonshire

Ramsey and surrounding area: 01487 814117

St Ives and surrounding area: 01480 301462

Huntingdon and surrounding area: 01480 414766

St Neots and surrounding area: 01480 414766

**Email:** [info@huntsvc.org.uk](mailto:info@huntsvc.org.uk)

**Website:** [www.huntsvc.org.uk](http://www.huntsvc.org.uk)

### Volunteer Centre Fenland

**Address:** Suzanne Duffy Room, Rosmini Centre Wisbech, 69A Queens Road, Wisbech, PE13 2PE. **Tel:** 01945 582 192

**Email:** [office@fenlandvc.org.uk](mailto:office@fenlandvc.org.uk)

**Website:** [www.fenlandvb.org.uk](http://www.fenlandvb.org.uk)

### Volunteer Centre Ely & District

**Address:** 41e, Forehill, Ely CB7 4AA.

**Tel:** 01353 666 556 **Email:**

[volunteers@vcaec.org.uk](mailto:volunteers@vcaec.org.uk)

**Website:** [www.vcaec.org.uk](http://www.vcaec.org.uk)

### Volunteer Centre Cambridge & District

**Address:** Llandaff Chambers, 2, Regent Street, Cambridge CB2 1AX. **Tel:** 01223 356549

**Email:** [info@cam-volunteer.org.uk](mailto:info@cam-volunteer.org.uk)

**Website:** [www.cam-volunteer.org.uk](http://www.cam-volunteer.org.uk)

### Volunteer Centre Peterborough

**Address:** 3, Lincoln Court, Lincoln Road, Peterborough, PE1 2RP. **Tel:** 01733 311016

**Email:** [liz.telford@pcvs.co.uk](mailto:liz.telford@pcvs.co.uk)

**Website:** [www.pcvs.co.uk](http://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.cambridgecvs.org.uk/reports/1](http://www.cambridgecvs.org.uk/reports/1)

Information on volunteering placements:

[www.do-it.org](http://www.do-it.org)



# 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](http://www.papworthtrust.org.uk/work-and-training/the-work-programme)

[www.seetec.co.uk](http://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

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### **Employment Centre, Papworth Everard**

Bernard Sunley Centre, Papworth Everard,  
Cambridgeshire. CB23 3RG

Work Programme and Work Choice:  
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)

## **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 £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/info/20059/schools\\_and\\_learning/294/help\\_with\\_school\\_and\\_learning\\_costs/4](http://www.cambridgeshire.gov.uk/info/20059/schools_and_learning/294/help_with_school_and_learning_costs/4)

## 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 go to

[www.hmrc.gov.uk/childbenefit/](http://www.hmrc.gov.uk/childbenefit/)

T: 0845 302 1444

## 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.



### 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](http://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](http://www.gov.uk/dla)

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](http://www.gov.uk/pip)

### The Family Fund

4 Alpha Court, Monks Drive, York. YO32 9WN.  
Tel: 0845 130 4542

[www.familyfund.org.uk](http://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.

Cambridgeshire County Council produces some useful benefit fact sheets at:  
[http://www.cambridgeshire.gov.uk/info/20166/working\\_together/592/care\\_and\\_support\\_fact\\_sheets](http://www.cambridgeshire.gov.uk/info/20166/working_together/592/care_and_support_fact_sheets)

### For help with disability benefits:

PIP Enquiries: 0845 8503322

#### Disability Cambridgeshire

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

[info@disability-cambridgeshire.org.uk](mailto:info@disability-cambridgeshire.org.uk)

[www.disability-cambridgeshire.org.uk](http://www.disability-cambridgeshire.org.uk)

#### Disability Huntingdonshire (Was DISH)

Pendril Court, Ermine Street North,  
Papworth, CB23 3UY T: 01480 830833

[info@dish.org.uk](mailto:info@dish.org.uk)

[www.dish.org.uk](http://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 612926. Postal address is PO Box 257, Ely, Cambridgeshire, CB7 9EA.

#### The Papworth Trust

Disability advice centre offers free information on disability benefits and help with completing application forms.

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

0800 952 5000

[www.papworthtrust.org.uk](http://www.papworthtrust.org.uk)

## 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:

[http://www.cambridgeshire.gov.uk/info/20059/schools\\_and\\_learning/496/school\\_transport/5](http://www.cambridgeshire.gov.uk/info/20059/schools_and_learning/496/school_transport/5)

# 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 Learning Disability Partnership Young Adults 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 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 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](http://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

## Useful information and contacts

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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 a care manager from the learning disability 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 continue to support and review people who take up places in supported housing schemes.

### **Group homes (or shared housing)**

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 staff 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.

# The Preparing for Adulthood Additional Needs Team

## Previously LLDD team

As the Preparing for Adulthood 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 Preparing for Adulthood Additional Needs Team are:

## Cambridge

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

### **Simon Adams – Team Manager, Preparing for Adulthood Additional Needs Team**

Tel: 01223 728142

Mobile: 07717 544365

[Simon.Adams@cambridgeshire.gov.uk](mailto:Simon.Adams@cambridgeshire.gov.uk)

### **Sue Bardell – Additional Needs Pathway Adviser**

Tel: 01223 728143

Mobile: 07717 852995

[Sue.Bardell@cambridgeshire.gov.uk](mailto:Sue.Bardell@cambridgeshire.gov.uk)

### **Mike Francis – Additional Needs Pathway Adviser**

Tel: 01223 728144

Mobile: 07717 852994,

[Mike.Francis@cambridgeshire.gov.uk](mailto:Mike.Francis@cambridgeshire.gov.uk)

### **Angie Vickery – Additional Needs Pathway Co-ordinator**

Tel: 01223 728145

Mobile: 07717426903

[Angie.Vickery@cambridgeshire.gov.uk](mailto: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](mailto: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](mailto:sheila.forster@cambridgeshire.gov.uk)

### **Martine Simpson-Thomas - Additional Needs Pathway Adviser**

Tel: 01480 373480

Mobile 07876 068830

[Martine.Simpson-Thomas@cambridgeshire.gov.uk](mailto: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](mailto:Anna.tuck@cambridgeshire.gov.uk)

### 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](http://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>

### Parent Partnership Service / SEND Information, Advice and Support 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](http://www.cambridgeshire.gov.uk/pps)

### 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, a well-being group.

They also run support groups for parents of children who:

- Are aged 14-25
- Are self-harming
- Have ADHD and Autism

Telephone: 01480 499043

[www.pinpoint-cambs.org.uk](http://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](mailto:SCIP@cambridgeshire.gov.uk).

Tel: 01480 379827


[www.cambridgeshire.gov.uk/scip](http://www.cambridgeshire.gov.uk/scip)

### Citizens Advice Bureaux

[www.cambridgecab.org.uk](http://www.cambridgecab.org.uk)

**Main Bureau** – 66 Devonshire Road, Cambridge CB1 2BL

Drop-in – no appointment necessary  
Monday – Friday - 9.15am – 12.45pm

**Addenbrooke's Hospital** - [Hills Road, Cambridge, CB2 0QQ](#) 

Drop-in – no appointment necessary.

Monday, Wednesday, Thursday

10.00am – 4.00pm

Service for patients, staff and visitors to patients.



## Useful information and contacts

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**Sawston** – John Huntingdon Charity, Tannery Road, Sawston CB22 3UW

Drop-in – no appointment necessary.

Friday - 9.30am – 12.30pm

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

0344 245 1292 Landline 0300 3300 650 Mobile

Mon-Fri 9.30-3.30

[www.ruralcambscab.org.uk](http://www.ruralcambscab.org.uk)

**Huntingdonshire CAB**, Town Hall, Market Hill, Huntingdon, Cambs, PE29 3PJ

0344 245 1292 Landline 0300 3300 650 Mobile

Mon-Fri 9.30-3.30

[www.ruralcambscab.org.uk](http://www.ruralcambscab.org.uk)

**St Neots**, CAB Portacabin

Tan Yard Car Park, St Neots

Cambs PE19 1AN

0344 245 1292 Landline 0300 3300 650 Mobile

Mon-Fri 9.30-3.30

[www.ruralcambscab.org.uk](http://www.ruralcambscab.org.uk)

**Wisbech CAB**, 9 Church Mews, Wisbech, Cambs, PE13 1HL

0344 2451292 Landline 0300 3300 650 Mobile

Mon-Fri 9.30-3.30

[www.ruralcambscab.org.uk](http://www.ruralcambscab.org.uk)

### Young Carers Groups

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

[www.cambsyoungcarers.org.uk](http://www.cambsyoungcarers.org.uk)

[care@carerstrustcambridgeshire.org](mailto:care@carerstrustcambridgeshire.org)

### 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](http://www.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.

[info@cambridgeshirealliance.org.uk](mailto: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](http://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](http://www.nascambridge.org.uk)

### National Autistic Society Education Rights Service

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

0808 800 4102

### Welfare Rights Service

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

0808 800 4104

## Useful information and contacts

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### Parent to Parent Service

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

0808 800 4106

### Eddie's

This is a Cambridgeshire based charity that supports many local people with learning disabilities. Trained staff and volunteers provide help, advice and information and services include: Down's syndrome support group; Art activities; St John's Catering College catering and hospitality course with related work experience; drama workshops; group activities; gardening group; befriending and family Support Schemes; Music Therapy; Hydrotherapy Pool, and Holiday Caravan.

To find out more e-mail: [info@eddies.org.uk](mailto:info@eddies.org.uk) or call 01223 883130

### 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

### 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

### 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](http://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](http://www.youngminds.org.uk/for_parents/parent_helpline)

#### 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](http://www.cpft.nhs.uk)

#### Helplines

**Lifeline** 0808 808 2121  
7pm to 11pm, 365 days a year.

**PAPYRUS HOPEline**  
0800 068 4141 Monday to Fridays 10am-5pm  
Weekends — 7pm-10pm, and 2pm-5pm

**CHILDLINE** 0800 1111

**NSPCC** 0808 800 5000

**Mind info line** 0300 123 3393  
Monday to Friday, 9.00am to 6.00pm.  
Email: [info@mind.org.uk](mailto: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

01223 301032 (Cambridge)

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 . 01945 469770

March office – Tuesday, Wednesday, Friday  
Address; Old School Building, Dartford Road, March, Cambridgeshire. PE15 8AN 01354 654715

## College Open Days and Contact Details 2015 / 2016

College	Contact	Open Days/Evenings
<b>Bedford College</b> Cauldwell Street, Bedford, MK42 9AH	T: 01234 291000 F: 01234 342674 E: <a href="mailto:info@bedford.ac.uk">info@bedford.ac.uk</a> <a href="http://www.bedford.ac.uk">www.bedford.ac.uk</a>	Tuesday 17 May 2016 5.00pm-8.00pm
<b>Cambridge Regional College</b> Science Park Campus Kings Hedges Rd Cambridge, CB4 2QT	T: 24hr 01223 532240 T: 01223 418200 E: <a href="mailto:enquiry@camre.ac.uk">enquiry@camre.ac.uk</a> <a href="http://www.camre.ac.uk">www.camre.ac.uk</a>	9th March 9.30-12.30
<b>Peterborough Regional College</b> Park Crescent Peterborough PE1 4TZ	T: 0845 8728722 F: 01733 767986 E: <a href="mailto:info@peterborough.ac.uk">info@peterborough.ac.uk</a> <a href="http://www.peterborough.ac.uk">www.peterborough.ac.uk</a>	<ul style="list-style-type: none"> <li>•Saturday 23rd April 2016, 10am – 2pm</li> <li>•Monday 6th June 2016, 6pm – 8pm</li> </ul>
<b>Peterborough City College</b> Brook Street Peterborough PE1 1TU John Mansfield Centre Dogsthorpe Peterborough PE1 4HC	T: 01733 761361 E: <a href="mailto:choices@citycollegepeterborough.ac.uk">choices@citycollegepeterborough.ac.uk</a> <a href="http://www.citycollegepeterborough.ac.uk">www.citycollegepeterborough.ac.uk</a>	Monday 14th March 2016 – 1pm–6pm Tuesday 21st June 2016 – 1pm–6pm Friday 26th August 2016 – 9am–4.30pm

## College Open Days

<p><b>Shuttleworth College</b> (Part of Bedford College) Shuttleworth College Old Warden Park Biggleswade SG18 9DX</p>	<p>T: 01767 626222 F: 01767 626235 E: <a href="mailto:enquiries@shuttleworth.ac.uk">enquiries@shuttleworth.ac.uk</a> <a href="http://www.shuttleworth.ac.uk">www.shuttleworth.ac.uk</a></p>	<p>Saturday 5 March 2016 9.30am-12.30pm Thursday 19 May 2016 5.00pm-8.00pm</p>
<p><b>Huntingdonshire Regional College</b> California Road Huntingdon, Cambs PE29 1BL</p>	<p>T: 01480 379100 F: 01480 379127 E: <a href="mailto:college@huntingdon.ac.uk">college@huntingdon.ac.uk</a> <a href="http://www.huntingdon.ac.uk">www.huntingdon.ac.uk</a></p>	<p>Wednesday 16<sup>th</sup> March 2016 5.30-8pm Wednesday 8<sup>th</sup> June 2016 5.30-8pm</p>
<p><b>College of West Anglia</b> <b>King's Lynn campus:</b> Tennyson Avenue King's Lynn Norfolk PE30 2QW</p> <p><b>College of West Anglia</b> <b>Sports campus:</b> Alive Lynnsport, King's Lynn, PE30 2NB</p>	<p><b>King's Lynn campus:</b> T: 01553 761144 F: 01553 764902 E: <a href="mailto:enquiries@col-estanglia.ac.uk">enquiries@col-estanglia.ac.uk</a> <a href="http://www.cwa.ac.uk">www.cwa.ac.uk</a></p> <p><a href="#">Sports campus at Lynnsport</a> T: 01553 815506 E: <a href="mailto:enquiries@col-westanglia.ac.uk">enquiries@col-westanglia.ac.uk</a> <a href="http://www.cwa.ac.uk">www.cwa.ac.uk</a></p>	<p>Saturday 5th March 2016 - 9:30am-12.30pm - Register your place now!</p> <p><b>Sports campus, Alive</b> Lynnsport, King's Lynn, PE30 2NB</p> <p>Saturday 5th March 2016 - 9:30am-12.30pm</p>

## College Open Days

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<b>College of West Anglia</b> <b>Isle campus:</b> Ramnoth Road Wisbech Cambridgeshire PE13 2JE	<b>Isle campus:</b> T: 01945 582561 E: <a href="mailto:enquiries@col-estanglia.ac.uk">enquiries@col-estanglia.ac.uk</a> <a href="http://www.cwa.ac.uk">www.cwa.ac.uk</a>	Saturday 12th March 2016 - 9:30am-12.30pm
<b>College of West Anglia</b> <b>Cambridge campus:</b> Landbeach Road Milton Cambridgeshire CB24 6DB	<b>Cambridge campus:</b> T: 01223 860701 E: <a href="mailto:enquiries@col-estanglia.ac.uk">enquiries@col-estanglia.ac.uk</a> <a href="http://www.cwa.ac.uk">www.cwa.ac.uk</a>	Tuesday 22nd March 2016 - 4:30pm-6:30pm  Sunday 5th June 2016 - 10am- 3pm (Open Farm Sunday)