

# NEXT STEPS

Your guide to Surrey's post 16 training, employment and vocational pathways for young people with additional needs



# INTRODUCTION

**Surrey County Council's (SCC) NEXT STEPS guide is designed to talk you through the various post 16 education options and to help you think about what route might be most suitable for you. It is designed to be used alongside guidance from your SEND Caseworker.**

Since September 2015 all young people have to participate in some form of education or training until they are 18. However, this does not mean you have to stay at school.

## YOU COULD

- **Participate in full-time education (known as a study programme) at a college, school or with a training provider.**
- **Take up an apprenticeship, traineeship, pre-supported internship or supported internship.**
- **Go into full-time employment or volunteering (of 20 hours or more per week) if combined with accredited part-time education or training.**

This Surrey NEXT STEPS guide highlights the local options available, however it is also important that you do your own independent research so that you can be confident that no opportunity has been missed.

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# QUALIFICATION LEVELS EXPLAINED

<b>L3</b>	<b>LEVEL 3</b> <b>Advanced Level</b> (2 Years).	<b>QUALIFICATIONS</b> A-Levels. GCSEs in applied subjects. International Baccalaureate. Key Skills Level 3. BTEC Awards, Certificates and Diplomas at Level 3. NVQ's at Level 3.
<b>L2</b>	<b>LEVEL 2</b> <b>Intermediate level</b> (1 Year).	<b>QUALIFICATIONS</b> GCSEs grades A*-C/9-4. Key Skills Level 2. Functional Skills Level 2. BTEC Awards, Certificates and Diplomas at Level 2. NVQs at Level 2.
<b>L1</b>	<b>LEVEL 1</b> <b>Foundation Level</b>	<b>QUALIFICATIONS</b> GCSEs grades D-G/3-1. Functional Skills Level 1. BTEC Introductory Diplomas and Certificates at Level 1. BTEC Awards, Certificates and Diplomas at Level 1. NVQs at Level 1. Foundation Learning Pathways.
<b>EL</b>	<b>ENTRY LEVEL</b> Each Entry Level qualification is available at three sub-levels: 1, 2 and 3. Entry level 3 is the most difficult. (1-2 or 3 Years).	<b>QUALIFICATIONS</b> Entry Level Certificates. Skills for Life. Functional Skills at Entry Level. Awards, Certificates and Diplomas at Entry 1. Foundation Learning Pathways at Entry Level.

# QUALIFICATION PATHWAY MAP

QUALIFICATION LEVEL	ENTRY LEVEL 1	ENTRY LEVEL 2	ENTRY LEVEL 3
<b>Typical entry requirements.</b> (Individual educational establishments entry requirements may differ).	Typically no formal entry requirements.	Typically no formal entry requirements.	Typically no formal entry requirements.

## PATHWAYS

<b>WORK BASED</b> Learning that takes place in a work environment. It is a practical way of learning that offers real life work experience whilst working towards relevant qualifications in the industry.	Pre-supported internship and Supported internship
	Traineeship
<b>VOCATIONAL</b> Learning involving more practical activities, it is commonly used to prepare a person for a particular trade or industry.	Further Education College
	Leaping into Future Education / Employment (LIFE)
<b>ACADEMIC</b> A more formal style of learning that is usually based on theory rather than practical activities.	

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
Four GCSEs at grade 2 or above (including English and Maths).	Four GCSEs at grade 3 or above (including English and Maths) or a Level 1 qualification ideally in a relevant subject.	Five GCSEs at grade 4 or above (including English and Maths) or a Level 2 qualification in a relevant subject.	A Levels, Level 3 qualifications and Access to Higher Education courses.

## PATHWAYS

Pre-supported internship and Supported internship	
Traineeship	
	Apprenticeship
Further Education College	
Leaping into Future Education / Employment (LIFE)	



# SUPPORTED INTERNSHIP

**Supported Internships help young people with an Education, Health and Care Plan (EHCP) to achieve sustainable, paid employment. The personalised programme allows the young person to learn in the workplace whilst also having the chance to study for relevant qualifications at an appropriate level.**

The internship normally lasts for a year and includes at least six months of unpaid work experience (600 hours of training). Supported Internships are carried out for the most part in the work place, young people are helped to find a Supported Internship employer and will be matched to a job that suits them.

Although similar to a traineeship or apprenticeship, this type of programme is tailored to those who would require a higher level of support, such as a job coach.

The Access to Work fund can be used to provide additional support/equipment, including a job coach and/or the extra costs of transport if it is not possible to use public transport: [www.gov.uk/access-to-work](http://www.gov.uk/access-to-work)

## ENTRY REQUIREMENTS

You will need to have an Education, Health and Care Plan (EHCP) to access a Supported Internship.

## RECOMMENDED PROGRESSION

- Work.

## SURREY PROVIDERS

- **Surrey Choices**  
[www.surreychoices.com](http://www.surreychoices.com)
- **Brooklands College**  
[www.brooklands.ac.uk](http://www.brooklands.ac.uk)
- **East Surrey College**  
[www.esc.ac.uk](http://www.esc.ac.uk)
- **Guildford College:**  
[www.guildford.ac.uk](http://www.guildford.ac.uk)
- **Nescot College:**  
[www.nescot.ac.uk](http://www.nescot.ac.uk)



# PRE-SUPPORTED INTERNSHIPS

## - (Future Choices)

**Pre-Supported Internships are designed for young people with an Education Health and Care Plan (EHCP) to enable the progression onto a Supported Internship pathway in the future. Pre-supported Internships are ideal for those would benefit from a more supportive environment and entry to the workplace.**

Surrey County Council in partnership with Surrey Choices have designed a pre-supported internship training programme 'Future Choices'. This programme is designed to prepare young people for adulthood and for the world of work.

Pre-interns, experience three vocational rotations each year or if appropriate a single dedicated vocational option for the duration of the programme. Pre-interns attend their vocational options for three days per week, with the remaining two days spent on activities to gain life skills, improve health and wellbeing and become involved in community and social networks.

### VOCATIONAL OPTIONS

- Business.
- Horticulture.
- Radio and Media.
- Hospitality.
- Woodwork.

Alternative vocational training options can be considered and sourced to meet the specific needs of individuals.

### ENTRY REQUIREMENTS

Future Choices is open to any young person with Special Educational Needs and Disabilities who are in receipt of an Education, Health and Care Plan.

### RECOMMENDED PROGRESSION

- Supported Internship.
- Employability Programme. (Adult Social Care eligibility dependant).
- Work.

### SURREY PROVIDERS

- Surrey Choices  
[www.surreychoices.com](http://www.surreychoices.com)



# TRAINEESHIPS

**Participating in a traineeship allows you to develop your skills and gain qualifications including English and Maths for those who need it, whilst benefitting from high quality work experience. They can last from 6 weeks to 6 months and are an ideal stepping stone to an apprenticeship. The work experience placement is not paid, but the costs of travel and meals might be supported by the training provider or employer.**

Young people with SEND may be eligible for support from a Job Coach for the duration of their traineeship. Job Coaches provide on the job support to ensure that the young person is settled and comfortable in their role and can help with things like communication, understanding of tasks and resolving any issues that may arise.

## ENTRY REQUIREMENTS

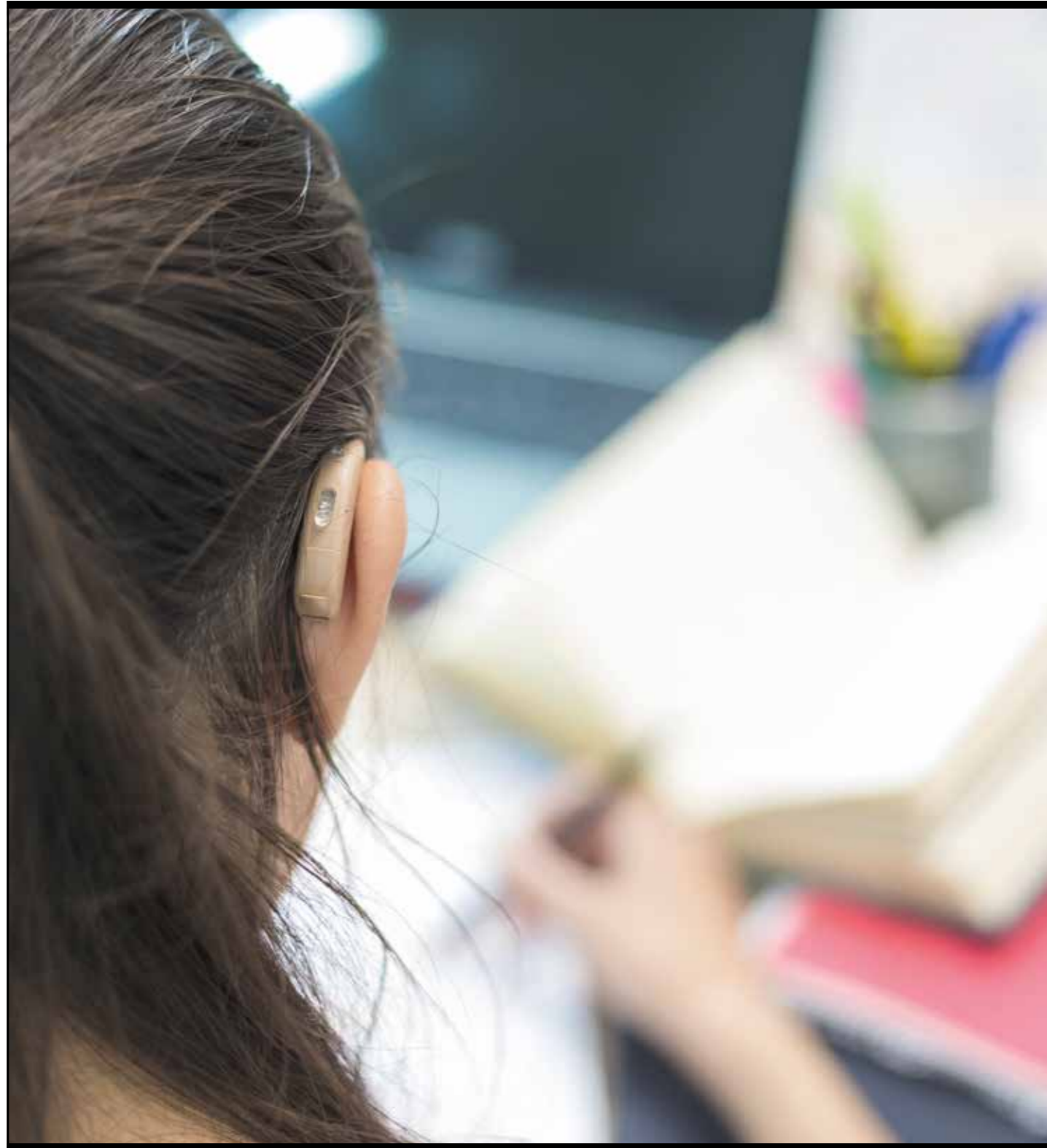
There are no formal entry requirements to a traineeship, however you need to be between the ages of 16-24, eligible to work in the UK and have no or little work experience.

## RECOMMENDED PROGRESSION

- Apprenticeship.
- Supported Internship.
- Pre-Supported Internship.
- Work.
- Further Education College Qualifications.

## SURREY PROVIDERS

- **Traineeship Service website:**  
[www.gov.uk/find-traineeship](http://www.gov.uk/find-traineeship)
- **Brooklands College**  
[www.brooklands.ac.uk/apprenticeships/traineeships](http://www.brooklands.ac.uk/apprenticeships/traineeships)



# APPRENTICESHIPS

**As an apprentice you can earn a salary whilst studying for a nationally recognised qualification and getting ‘on the job’ training. It’s a way to gain experience, strengthen your CV and build your career. There is a wide range of apprenticeships available to suit every skill and passion and the training provider will offer support for any additional needs.**

Apprenticeships offer a different way of learning compared to college or university, and you have the opportunity to get a qualification that will be valued by potential employers.

Apprenticeships are available at different levels from intermediate to degree level and have different entry requirements depending on apprenticeship and industry sector. The current minimum wage for an apprentice is £4.81 per hour – although many employers pay more with the average weekly take home pay for an apprentice being £170. You will be expected to work a minimum of 30 hours per week but will get at least 20 days of paid holiday during the year plus bank holidays!

Employers and training providers can provide support to apprentices with SEND in various ways including through additional mentoring. Both employers and colleges have a duty under the Equality Act 2010 to make reasonable adjustments for people with disabilities. If you have a special educational need and/or disability and have identified an apprenticeship that you are interested in then you may wish to call the employer in advance to discuss with them what level of support they may be able to offer.

If you’re not quite ready for an apprenticeship and want to gain further skills and work experience prior to embarking on one then you may wish to consider the following options:

- Supported Internship.
- Pre-supported Internship.
- Traineeship.

## RECOMMENDED PROGRESSION

- Work.
- Higher Apprenticeship.
- University.





## SURREY PROVIDERS

- **Find an apprenticeship:**  
[www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship)
- **Surrey County Council:**  
[www.surreycc.gov.uk/jobs/early-careers/apprenticeship](http://www.surreycc.gov.uk/jobs/early-careers/apprenticeship)
- **Surrey Heath Borough Council:**  
[www.surreyheath.gov.uk/council/jobs/apprenticeships](http://www.surreyheath.gov.uk/council/jobs/apprenticeships)
- **Surrey and Sussex NHS:**  
[www.surreyandsussex.nhs.uk/working-for-us/apprenticeship](http://www.surreyandsussex.nhs.uk/working-for-us/apprenticeship)
- **East Surrey College:**  
[www.esc.ac.uk/apprenticeships](http://www.esc.ac.uk/apprenticeships)
- **Guildford College:**  
[www.guildford.ac.uk/Apprenticeships](http://www.guildford.ac.uk/Apprenticeships)
- **Brooklands College:**  
[www.brooklands.ac.uk/apprenticeships](http://www.brooklands.ac.uk/apprenticeships)
- **Weir Training:**  
[www.weirtraining.co.uk](http://www.weirtraining.co.uk)
- **Nescot College:**  
[www.nescot.ac.uk/apprenticeships](http://www.nescot.ac.uk/apprenticeships)
- **Neighbour Training:**  
[www.neighbour-training.co.uk](http://www.neighbour-training.co.uk)

## RELATED RESOURCES

- **Amazing Apprenticeships:**  
[www.amazingapprenticeships.com](http://www.amazingapprenticeships.com)
- **Association of Learning Providers in Surrey:**  
[www.alpsurrey.co.uk](http://www.alpsurrey.co.uk)
- **Apprenticeship guide:**  
[www.apprenticeshipguide.co.uk](http://www.apprenticeshipguide.co.uk)



# SURREY APPRENTICESHIPS

## ACCOUNTING & FINANCE

East Surrey College  
Brooklands College  
Neighbour Training

## AVIATION

East Surrey College

## BUSINESS & ADMINISTRATION

East Surrey College  
Brooklands College  
Nescot College  
Guildford College  
Surrey County Council  
Weir Training  
Neighbour Training

## CARE SERVICES

East Surrey College  
Brooklands College  
Nescot

## CONSTRUCTION

East Surrey College  
Guildford College  
Brooklands College  
Nescot

## CUSTOMER SERVICE

Guildford College  
Brooklands College  
Nescot  
Weir Training  
Neighbour Training

## EARLY YEARS

Guildford College  
Brooklands College  
Nescot

## ELECTRICAL INSTALLATION

Guildford College  
Nescot

## ENGINEERING

East Surrey College  
Guildford College  
Brooklands College  
Nescot

## ESTATE AGENCY

Neighbour Training

## HAIRDRESSING

East Surrey College  
Brooklands College

## HIGHER APPRENTICESHIPS

East Surrey College

## HOSPITALITY & CATERING

Brooklands College  
Nescot  
Weir Training

## INFORMATION TECHNOLOGY

Nescot  
Neighbour Training  
Surrey County Council

## MOTOR VEHICLE

East Surrey College  
Brooklands College  
Nescot

## RETAIL

Weir Training

## TEACHING & TEACHING SUPPORT

East Surrey College  
Guildford College  
Brooklands College  
Weir Training

## TEAM LEADING & MANAGEMENT

Nescot  
Neighbour Training  
Weir Training

## WAREHOUSING

Weir Training

To access the range of different types of apprenticeships offered please go to the Institute of apprenticeships and technical education website, [www.instituteforapprenticeships.org](http://www.instituteforapprenticeships.org), where you can find apprenticeships such as hospitality and catering, hairdressing and retail, as well as many more.

Please visit [www.surreycc.gov.uk](http://www.surreycc.gov.uk) and search for jobs, where apprenticeships can be found as and when they are available. For 2022, Surrey County Council will be advertising apprenticeships specifically targeted at young people with additional needs and an EHCP, which will be advertised through the usual jobs page.



# FURTHER EDUCATION COLLEGES

**Further education colleges cater for those aged 16 and over (some colleges provide discreet 14-16 education provision) offering a wide range of vocational subjects as well as some academic subjects. All Surrey colleges offer supported learning environments, specialist provision and support.**

Colleges typically offer a variety of learning styles dependent on the method of study:

- **Work based** - learning that takes place in a work environment. It is a practical way of learning that offers real life work experience whilst working towards relevant qualifications in the industry. For example; Supported Internship, Traineeship and Apprenticeship.
- **Vocational** - learning involving more practical activities, it is commonly used to prepare a person for a particular trade or industry. E.g. BTEC, NVQ, Laser and ASDAN qualifications.

## FURTHER EDUCATION COLLEGES IN SURREY

**Brooklands College**  
Heath Road,  
Weybridge, Surrey,  
KT13 8TT

[www.brooklands.ac.uk](http://www.brooklands.ac.uk)

**East Surrey College**  
Gatton Point, London Road,  
Redhill, Surrey,  
RH1 2JX

[www.esc.ac.uk](http://www.esc.ac.uk)

**Nescot**  
Reigate Road, Ewell,  
Epsom, Surrey,  
KT17 3DS

[www.nescot.ac.uk](http://www.nescot.ac.uk)

**Guildford College (Activate Group),**  
Stoke Road,  
Guildford, Surrey,  
GU1 1EZ

[www.guildford.ac.uk](http://www.guildford.ac.uk)

## ENTRY REQUIREMENTS

Please refer to individual college websites.

## RECOMMENDED PROGRESSION

- Apprenticeship.
- Supported Internship.
- Pre Supported Internship.
- Work.
- University.

# FURTHER EDUCATION COLLEGE COURSES AT ENTRY LEVEL, LEVEL 1 & LEVEL 2

<b>ACCOUNTING</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College			✓
East Surrey College			✓
<b>AGRICULTURE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College			✓
<b>ANIMAL STUDIES</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College			✓
NESCOT		✓	✓
<b>APPLIED SCIENCE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College			✓
East Surrey College			✓
<b>ABORICULTURE &amp; FORESTRY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College			✓
<b>ART &amp; DESIGN</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
Guildford College		✓	✓
NESCOT		✓	✓
<b>AVIATION</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
East Surrey College			✓
<b>BAKING &amp; COOKING</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
<b>BUSINESS</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College			✓
East Surrey College		✓	✓
NESCOT			✓

<b>CATERING &amp; HOSPITALITY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
Guildford College		✓	✓
NESCOT		✓	✓
<b>CONSTRUCTION</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
East Surrey College		✓	✓
Guildford College		✓	✓
NESCOT		✓	✓
<b>EARLY YEARS &amp; CHILDCARE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
Guildford College			✓
East Surrey College		✓	✓
NESCOT		✓	✓
<b>ELECTRICAL INSTALLATION</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Guildford College			✓
NESCOT			✓
<b>EMPLOYABILITY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College		✓	✓
<b>ENGINEERING</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
East Surrey College			✓
Guildford College			✓
<b>EQUINE MANAGEMENT</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College			✓
<b>FLORISTRY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College		✓	✓
<b>HAIR &amp; BEAUTY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
East Surrey College		✓	✓
Guildford College		✓	✓
NESCOT		✓	✓

# FURTHER EDUCATION COLLEGE COURSES AT ENTRY LEVEL, LEVEL 1 & LEVEL 2

<b>HEALTH AND SOCIAL CARE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
East Surrey College		✓	✓
Guildford College		✓	✓
NESCOT		✓	✓
<b>HORTICULTURE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Merrist Wood College			✓
<b>INFORMATION TECHNOLOGY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
East Surrey College		✓	✓
Brooklands College			✓
Guildford College			✓
NESCOT		✓	✓
<b>MEDIA</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College			✓
Guildford College		✓	✓
NESCOT		✓	✓
<b>MOTOR VEHICLE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
East Surrey College	✓	✓	✓
NESCOT		✓	✓

<b>MUSIC</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
NESCOT		✓	✓
<b>PERFORMING ARTS</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
NESCOT			✓
<b>PUBLIC SERVICES</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
East Surrey College		✓	✓
Merrist Wood College			✓
Nescot		✓	✓
<b>SEND &amp; TRANSITION</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College	✓	✓	
East Surrey College	✓	✓	
Guildford College	✓	✓	
Merrist Wood College	✓		
NESCOT	✓	✓	
<b>SPORT</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College		✓	✓
East Surrey College		✓	✓
Merrist Wood College			✓
NESCOT		✓	✓
<b>TEACHING</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College			✓
<b>TRAVEL &amp; TOURISM</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Brooklands College			✓
East Surrey College			✓
Guildford College			✓
NESCOT			✓



# SIXTH FORM COLLEGES

**Sixth form colleges cater for those aged 16 and over, offering a wide range of academic subjects as well as some vocational options. Many also offer a small learning environment with support.**

Most sixth form colleges offer Level 3 qualifications, usually A Levels with some offering BTEC qualifications in certain subjects. Most sixth form colleges will expect you to study three A Levels.

Sixth form colleges offer a more independent learning environment.

## SIXTH FORM COLLEGES IN SURREY

**Esher College**  
Weston Green Road,  
Thames Ditton, Surrey,  
KT7 0JB

[www.esher.ac.uk](http://www.esher.ac.uk)

**Godalming College**  
Tuesley Lane,  
Godalming, Surrey,  
GU7 IRS

[www.godalming.ac.uk](http://www.godalming.ac.uk)

**Reigate College**  
Castlefield Road,  
Reigate, Surrey,  
RH2 OSD

[www.guildford.ac.uk](http://www.guildford.ac.uk)

**Woking College**  
Rydens Way,  
Woking, Surrey,  
GU22 9DL

[www.woking.ac.uk](http://www.woking.ac.uk)

## ENTRY REQUIREMENTS

Please refer to individual college websites.

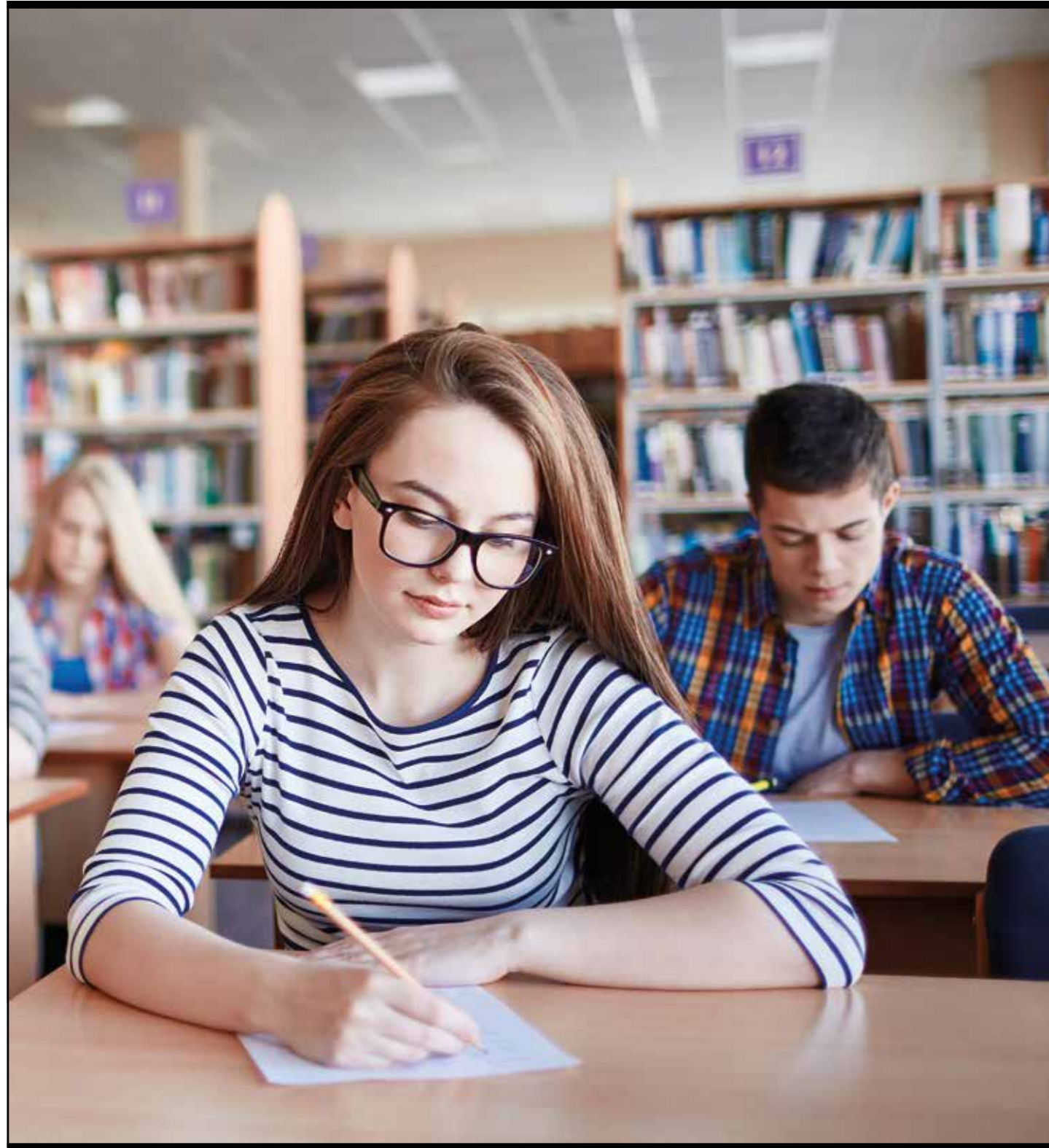
## RECOMMENDED PROGRESSION

- Apprenticeship.
- Supported Internship.
- Work.
- University.

# SIXTH FORM COLLEGE COURSES AT ENTRY LEVEL, LEVEL 1 & LEVEL 2

<b>ART &amp; DESIGN</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Woking College			✓
<b>BIOLOGY GCSE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓
<b>BUSINESS</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓
Woking College			✓
<b>ENGLISH GCSE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Godalming College			✓
Reigate College			✓
<b>HEALTH &amp; SOCIAL CARE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓
Woking College			✓
<b>INFORMATION TECHNOLOGY</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓
Woking College			✓
<b>MATHS GCSE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Godalming College			✓
Reigate College			✓
<b>MEDIA GCSE</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Godalming College			✓
<b>MEDIA</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Woking College			✓

<b>PERFORMING ARTS</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Woking College			✓
<b>PUBLIC SERVICES</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓
<b>SPORT</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓
Woking College			✓
<b>TRAVEL &amp; TOURISM</b>	<b>ENTRY LEVEL</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>
Reigate College			✓



# SCHOOL SIXTH FORM

**School sixth forms cater for those aged 16 and over, offering a wide range of academic subjects as well as some vocational options. Many also offer a small learning environment with support.**

Most school sixth forms offer Level 3 qualifications, usually A Levels with some offering BTEC qualifications in certain subjects. Most sixth form colleges will expect you to study three A Levels.

School sixth forms can be more reassuring and familiar to some learners, who may have attended the school since year 7.

## SCHOOL SIXTH FORMS IN SURREY

### ELMBRIDGE

**Cobham Free School**

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

**Heathside School**

[www.heathside.surrey.sch.uk](http://www.heathside.surrey.sch.uk)

**Hinchley Wood School**

[www.hinchleywoodschool.co.uk](http://www.hinchleywoodschool.co.uk)

**Three Rivers Academy**

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

### EPSOM & EWELL

**Blenheim High School**

[www.blenheim.surrey.sch.uk](http://www.blenheim.surrey.sch.uk)

**Epsom & Ewell High School**

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

**Glyn School**

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

**Rosebery School (single sex girls' school)**

[www.roseberyschool.co.uk](http://www.roseberyschool.co.uk)



## SCHOOL SIXTH FORMS IN SURREY

### GUILDFORD

**Christ's College**  
[www.christscollege.surrey.sch.uk](http://www.christscollege.surrey.sch.uk)

**George Abbot School**  
[www.georgeabbot.surrey.sch.uk](http://www.georgeabbot.surrey.sch.uk)

**Guildford County School**  
[www.guildfordcounty.co.uk](http://www.guildfordcounty.co.uk)

**Howard of Effingham School**  
[www.thehoward.org](http://www.thehoward.org)

**St Peter's Catholic School**  
[www.st-petersschool.co.uk](http://www.st-petersschool.co.uk)

### MOLE VALLEY

**The Ashcombe School**  
[www.ashcombe.surrey.sch.uk](http://www.ashcombe.surrey.sch.uk)

**The Priory Church of England Voluntary Aided School**  
[www.priorycofe.com](http://www.priorycofe.com)

**St Andrew's Catholic School**  
[www.st-andrews.surrey.sch.uk](http://www.st-andrews.surrey.sch.uk)

**Therfield School**  
[www.therfield.surrey.sch.uk](http://www.therfield.surrey.sch.uk)

### REIGATE & BANSTEAD

**The Beacon School**  
[www.thebeaconschool.co.uk](http://www.thebeaconschool.co.uk)

**Royal Alexandra & Albert School**  
[www.raa-school.co.uk](http://www.raa-school.co.uk)

**St Bede's School**  
[www.st-bedes.surrey.sch.uk](http://www.st-bedes.surrey.sch.uk)

### RUNNYMEDE

**Fullbrook**  
[www.fullbrook.surrey.sch.uk](http://www.fullbrook.surrey.sch.uk)

**Salesian School**  
[www.salesian.surrey.sch.uk](http://www.salesian.surrey.sch.uk)

### SPELTHORNE

**The Bishop Wand Church of England School**  
[www.bishopwand.surrey.sch.uk](http://www.bishopwand.surrey.sch.uk)

**St Paul's Catholic College**  
[www.st-pauls.surrey.sch.uk](http://www.st-pauls.surrey.sch.uk)

### SURREY HEATH:

**Collingwood College**  
[www.collingwoodcollege.com](http://www.collingwoodcollege.com)

**Gordon's School**  
[www.gordons.surrey.sch.uk](http://www.gordons.surrey.sch.uk)

### TANDRIDGE

**Oxted School**  
[www.oxtedschool.co.uk](http://www.oxtedschool.co.uk)

**Warlingham School**  
[www.warlinghamschool.co.uk](http://www.warlinghamschool.co.uk)

### WAVERLEY

**All Hallows Catholic School and Sixth Form College**  
[www.allhallows.net](http://www.allhallows.net)

### WOKING

**St John the Baptist Catholic Comprehensive School**  
[www.sjb.surrey.sch.uk](http://www.sjb.surrey.sch.uk)

## ENTRY REQUIREMENTS

Please refer to individual school websites.

## RECOMMENDED PROGRESSION

- Apprenticeship.
- Supported Internship.
- Work.
- University.

# EMPLOYMENT AND VOLUNTEERING BEFORE AGE 18

**The law requires young people to be doing some form of recognised accredited education or training until their 18th birthday.**

Young people are also allowed to be in work, which can be paid or voluntary, providing it involves at least twenty hours of work per week, plus working towards a nationally-recognised qualification.

Young people can also become self-employed as long as they are doing part-time accredited education or training alongside their self-employment.

## SELF-EMPLOYMENT

An increasing amount of young people opt to work for themselves by becoming self-employed. It is important to be aware however that there are rules and regulations on running your own business and the need to register as being self-employed to make sure that correct taxes are being paid. If you are under the age of 18 then, alongside being self-employed for at least 20 hours or more per week, you will need to be studying towards an accredited qualification.

People aged 18-30, living in the UK and unemployed, or working less than 16 education hours per week, and have a business idea they would like to explore, the Prince's Trust offer an Enterprise Programme where they can help you turn your ideas in to reality. For more information please visit [www.princes-trust.org.uk](http://www.princes-trust.org.uk)

**OTHER USEFUL RESOURCES:**  
[www.gov.uk/working-for-yourself](http://www.gov.uk/working-for-yourself)

## EMPLOYMENT OR VOLUNTEERING AT 18 AND OVER

Young people who are aged 18 and over and unemployed can receive support from the Job Centre to find vacancies. Many Job centres also have Disability Employment Advisers on hand to help those young people with SEND.

Employers have a duty under the Equality Act 2010 to make reasonable adjustments for disabled people in the workplace. Some young people with SEND may be eligible for an Access to Work grant that can pay for specialist equipment and support in the workplace.

Young people eligible for Adult Social Care may benefit from engaging with Surrey Choices who help those with SEND find volunteering placements and paid work. They also run job clubs that are open to everyone looking for work. For more information visit: [www.surreychoices.com](http://www.surreychoices.com)

## RELATED RESOURCES

**National Careers Service**  
[www.nationalcareers.service.gov.uk](http://www.nationalcareers.service.gov.uk)

**Volunteering Matters**  
[www.volunteeringmatters.org.uk](http://www.volunteeringmatters.org.uk)

**National Minimum Wage**  
[www.gov.uk/national-minimum-wage-rates](http://www.gov.uk/national-minimum-wage-rates)

# LIFE - (Leaping Into Future Employment/Education)

**LIFE (Leaping into Future Employment/Education) is a full time Education Provision for young people aged 16 to 19 years old based at Frimley Green Youth Centre (Surrey Heath) who experience barriers to learning.**

LIFE runs two programmes (Year 1 and 2), which enables young people to progress between the programme and also offers direct entry to Year 2 which is more focused on Employability and Employability Skills.

- Year One runs on a Tuesday – Thursday (9.30am-3pm).
- Year Two runs the formal Education component on a Monday and Friday (9.30am-3pm), with work experience one day a week and access to Functional Skills lessons.

Students work towards a needs-led accredited qualification and is focussed around the delivery of small bite-sized units working towards a Laser Award, Certificate or Diploma (Entry 3 / Level 1).

In addition, there will be Maths and English sessions enabling students to work towards Functional Skills Qualifications or GCSE's.

LIFE provides students with the time and support they need in order to overcome barriers and support them the progression into Employment, Education and Training. They have the opportunity to participate in functional skills, vocational learning, Work Experience placements and personal and social education.

In addition, the students will have opportunities to take part in group work projects, a week work experience opportunity, trips and social activities.

Individualized support is provided for the student alongside cooperative work with their workers, family and careers to provide a holistic approach to meet the needs of each student and enable them to learn, progress and thrive.

In addition to the learning opportunity, gaining qualifications and support in finding work, the LIFE students:

- Receive up to £20 a week training allowance (based on full attendance and participation).
- Are reimbursed for bus travel up to £20 per week.
- Are provided with refreshments throughout the day.
- Gain access to early help support throughout the programme.
- Are given opportunities to undertake additional training including qualifications in First Aid and Food Hygiene.
- Are invited to a celebration event at the end of the course.

Upon completing the LIFE programme, progression routes are planned with the young people to suit the needs and ability of the student. Referring to the agreed 'intended destination' discussed at the beginning of the project, LIFE staff work with the student to plan next steps.

## RECOMMENDED PROGRESSION

- Apprenticeship.
- Supported Internship.
- Pre-Supported Internship.
- Further Education.
- Independent Living.
- Training.
- Work.

## CONTACT LIFE

Further information and queries on referrals should be sought from the SEN Case Worker.



# HALOW

**Halow's purpose is to support young people with a learning disability on their journey into and through adult life. It aims to ensure that every person with a learning disability has the same life choices and chances as any other person.**

Halow offers a blend of activities, giving young people the chance to enjoy an active social life, make new friends and find further educational and employment training. Halow operates and immerses itself in the communities of Guildford and Woking.

## BUDDIES

Halow care is a social enterprise company which employs 'Buddies' to work on a one to one basis with young people to give individual support and encouragement. Each Buddy is matched with a young person with importance being placed on mutual interests and age matching.

## SOCIAL ACTIVITIES

Halow plan, arrange and co-ordinate social activities for over 200 young people with a learning disability.

## BUILDING FUTURES

Halow's Building Futures Group (BFG) offers young people with a learning disability the opportunity to build confidence, work as part of a team, make informed choices in life and create a person-centred plan for their future.

## YOUTH COMMITTEE

Halow's Youth Committee gives young people a voice and a choice. The Youth Committee is open to all who are aged 18 and above who wish to meet friends old and new and contribute their ideas for future events.

## ARTGU

A Reason to Get Up! engages young people aged 18 and over to engage in meaningful daytime activity within the local community. ARTGU! will provide opportunities that will give the same sense of purpose and satisfaction that other people of the same age gain from having a paid job.

## CONTACT HALOW

**Telephone:** 01483 447960  
**Email:** [info@halowproject.org.uk](mailto:info@halowproject.org.uk)  
**Visit:** [www.halowproject.org.uk](http://www.halowproject.org.uk)



# ASPIRING PROSPECTS

**Aspiring Prospects based in Reigate, is a training programme for young adults aged between 17 and 24 with a Special Educational Need or Disability (SEND), who want to find paid work.**

The programme aims to help young people to gain employability skills and experience that employers' value, and the life skills to thrive in the workplace. We do this through a mix of work placements, class-based learning and structured activities. We only have places for 10 young people each year, which means we have the time to get to know the strengths, skills and aspirations of each young person, and provide the right support for them to get to where they want to be.

The programme starts in September each year and finishes in July the following year. It's aligned with the academic year, so runs for 36 weeks per year. If you join Aspiring Prospects, you would need to commit to attending for five days each week, with each day starting at 9am and finishing at 3pm.

The flexibility of the programme means if you are offered a paid job whilst you are still on the programme, you can either reduce your hours on the programme or leave with a personalised outreach support plan (POSP).

## WHAT DOES THE PROGRAMME COVER?

Each week, learners will spend three days participating in classroom-based learning and structured activities, and two days in work placements. Aspiring Prospects covers four modules:

- Health & Wellbeing.
- Life Skills.
- Ready for Work.
- Work placements.

## ENTRY REQUIREMENTS

For young adults aged between 17 and 24 with a Special Educational Need or Disability and are receipt of an EHCP and who want to find paid work.

## RECOMMENDED PROGRESSION

- Supported Internship.
- Work.
- Apprenticeship.

## SURREY PROVIDERS

### Active Prospects

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

### Email:

[Aspiring.Prospects@activeprospects.org.uk](mailto:Aspiring.Prospects@activeprospects.org.uk)

# Peer Productions

**Peer Productions is an award-winning youth arts charity. Peer Productions, based in Woking, specialise in combining high quality arts practice and learning with peer education. They tour our original productions to schools across the South East of England, performing engaging plays which support the National PSHE curriculum and tackle the issues that young people face in a compelling, compassionate, and accessible way.**

Peer Employment Pathway (PEP) Pre-Employment & Pre-Supported Internship programme for young actors and creatives with special educational needs.

PEP is a programme for young adults with SEND with a committed interest in performing arts. The primary aim of the programme is to enable participants to develop their communication and personal presentation skills to access employment, a supported internship or higher education whilst developing the necessary life skills for adulthood.

Peer Productions use drama, theatre and creativity to empower participants to develop their confidence, communication skills and abilities to work with others providing transferable skills for employment or higher education both within and outside of the performing arts industry.

The programme is designed to support young adults who may have aspirations to work in the performing arts industry providing them with transferable skills that can enable them to succeed in workplaces both inside and outside of the performing arts industry.

PEP is made up of 5 key elements

- Performing Arts Skills Training
- Industry Awareness
- Health and Wellbeing
- Projects
- Work Experience.

## WHO IS THIS PROGRAMME FOR?

- Young people aged 18 - 24 years with SEND.
- With a keen interest in drama and performing arts.
- With an EHCP detailing a significant additional need.
- Suited to an alternative approach to conventional education.
- With the potential to be 'work ready' in 36 weeks.

## KEY INFORMATION

- 36 week programme.
- Based in central Woking.
- 3.5 days per week.
- 3 days classroom based learning.
- 0.5 days work experience within Peer Productions.
- September entry.

## ENTRY REQUIREMENTS

PEP is open to any young person with Special Educational Needs and Disabilities who is in receipt of an Education, Health and Care Plan with a keen interest in drama and performing arts.

## CONTACT PEER PRODUCTIONS

**Visit:** [www.peerproductions.co.uk](http://www.peerproductions.co.uk)



# Surrey Choices - PREP

## (Personalised, Resilience and Engagement Programme)

**PREP is a personalised, reduced hours programme that addresses barriers to engagement with education, work and everyday life. Mindful that young people may have been affected by anxiety, school refusal or other trauma, PREP work at the pace of the individual. Week by week they help young people to build resilience skills, re-engage with the world and become an active citizen.**

The aim is to promote community inclusion to improve young people's health and wellbeing and facilitate your journey back into education or employment. Alternatively, individuals can move onto the Future Choices or Supported Internship programmes run by Surrey Choices.

### How it works

- The visits can be weekly or follow a more intensive schedule depending on the individual.
- Success is not about the number of hours a young person attends, but what is actually achieved.
- In between visits young people are given small actions to complete.  
Examples include: cooking a family meal, researching interests, exercise goals.

**A personalised one-to-one engagement plan that helps a young person to:**

- Rebuild confidence and self esteem
- Take responsibility for their health and wellbeing
- Take small but significant steps towards personal goals
- Become more socially connected
- Develop resilience skills

### ENTRY REQUIREMENTS

PREP is open to any young person with Special Educational Needs and Disabilities who are in receipt of an Education, Health and Care Plan and would benefit from a social inclusion pathway.

### CONTACT SURREY CHOICES

**Telephone:** 01483 806 806

**Email:** [info@surreychoices.com](mailto:info@surreychoices.com)

**Visit:** [www.surreychoices.com](http://www.surreychoices.com)



# UNIVERSITY

Once gaining a **Level 3** qualification, university can be a real option for those interested in studying higher education – typically these are degrees (**Level 6**) or higher national diplomas (**Level 5**). University courses usually take **three years to complete and involve substantial self-directed study and research.**

EHCP's cease once a young person goes to university, however learners maybe entitled to claim the Disability Students Allowance (DSA). This is designed to cover any extra study-related costs incurred due to an impairment, mental health condition, or learning difficulty etc. It is neither a benefit nor a loan, so it doesn't need repaying. The amount received depends on individual needs and not on personal income, nor that of parents or partners. DSA is available to both full-time and part-time students.

## RELATED RESOURCES

### DSA

[www.ucas.com/finance/additional-funding/disabled-students-allowances-dsas](http://www.ucas.com/finance/additional-funding/disabled-students-allowances-dsas)

### DSA Eligibility

[www.gov.uk/disabled-students-allowances-dsas/eligibility](http://www.gov.uk/disabled-students-allowances-dsas/eligibility)

### Universities and Colleges Admissions Services (UCAS)

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

## LOCAL UNIVERSITIES

### University of Surrey

Guildford, Surrey,  
GU2 7XH

[www.surrey.ac.uk](http://www.surrey.ac.uk)

### Kingston University

River House,  
Kingston upon Thames, Surrey,  
KT1

[www.kingston.ac.uk](http://www.kingston.ac.uk)

## ENTRY REQUIREMENTS

Please refer to individual university websites.

## RECOMMENDED PROGRESSION

- Work.





# ACCESSING POST 16 EDUCATION SUPPORT

**School's work with post 16 education providers to ensure the young person experiences a smooth transition to college, training or employment focused education. This should first be planned in the young person's Year 9 Transition Review Meeting and at subsequent reviews until the move.**

The ways that the school may help the young person to prepare for moving to a post 16 education provider can include:

- Taster sessions.
- Discussions between the SENCOs at each provider to ensure the young person's needs are understood.
- Link Courses at post 16 education providers before leaving school. These are to assist in transition planning, vocational tasting and shared understanding of need.

If the young person has an Education, Health and Care plan (EHCP), this will be with them until they achieve their identified learning objectives, leave education or training permanently or turn 25 years old (whichever happens first). The support outlined in their plan must be fulfilled by their Post 16 education provider, such as a further education college.

Post 16 education providers have similar responsibilities to schools to provide reasonable support to young people with special educational needs, including when they do not have an EHCP. This could include access to a teaching assistant, specialist teachers, one to one support, therapy input, independence skills and adaptations to resources or technology to make them more accessible.

If a young person arrives at a post 16 education provider and is assessed to need more support than they could usually provide, the post 16 education provider can request an EHCP assessment, up until the young person achieves their learning objectives, leaves education or training or turns 25 years old (whichever happens first).

Support for young people on supported internships (work element) is organised by the education provider and funded via Access to Work: [www.gov.uk/access-to-work](http://www.gov.uk/access-to-work)

Support for young people on an apprenticeship (learning element) is organised by the post 16 education provider who can claim funding to meet the costs of any appropriate reasonable adjustments.

## ACCESSING EMPLOYMENT SUPPORT (INCLUDING APPRENTICESHIPS)

Employers must make certain changes (known as 'reasonable adjustments') to make sure employees with disabilities and/or difficulties are not substantially disadvantaged when undertaking a job that they may find hard. These could include changing working hours or providing equipment to undertake the job. Employees are advised to:

Talk to your employer about changes they must make in your workplace; Get extra help from Access to Work, including mental health support.

For more information on reasonable adjustments please visit:  
[www.gov.uk/reasonable-adjustments-for-disabled-workers](http://www.gov.uk/reasonable-adjustments-for-disabled-workers)

Support for young people on an apprenticeship (learning element) is organised by the post 16 education provider who can claim funding to meet the costs of any appropriate reasonable adjustments.

## ACCESS TO WORK

If the help needed at work is not covered by the employer making reasonable adjustments, further help may be available from Access to Work.

An Access to Work grant can pay for:

- Special equipment, adaptations or support worker services to help you do things like answer the phone or go to meetings.
- Help getting to and from work.

Access to work grants may not be available if employees already get certain benefits. They do not have to be paid back and do not affect other benefits.

You can also apply for an Access to Work grant to get mental health support. Visit: [www.gov.uk/access-to-work](http://www.gov.uk/access-to-work)

## ADULTS

Adults with SEND may want to continue with education to learn new skills and gain knowledge about subjects they are interested in.

Surrey Supported Learning offers an entry-level programme of courses for adult learners with learning difficulties and/or disabilities, as well as courses for those with hearing loss or those who want to learn Makaton. Visit: [www.surreycc.gov.uk/supportedlearning](http://www.surreycc.gov.uk/supportedlearning)

## UNIVERSITY (HIGHER EDUCATION)

Many young people with SEND progress to higher education, however it is not possible to have an EHCP at University. Those who require additional support and may incur extra costs as a result of their disability may be eligible for the Disabled Students Allowance (DSA). The financial support offered is based on individual need not household income and does not have to be repaid.

If a young person with an EHCP has a confirmed higher education place, with their permission, Surrey County Council will pass a copy of the EHCP to the relevant institution and to the assessor for Disabled Students Allowance.

Higher Education is funded through the Higher Education Funding Council for England and the Special Educational Needs Code of Practice does not apply to students in Higher Education. For more information about the Disabled Students Allowance and how to apply visit: [www.gov.uk/disabled-students-allowances-dsas/overview](http://www.gov.uk/disabled-students-allowances-dsas/overview)

## SOCIAL CARE SERVICES

Surrey County Council's Transition team directly supports young people known to the Children with Disabilities (CWD) team from the age of 18 to 25, as they move from children's to adults' services.

The team is aware of the level of needs (low, medium and high) of young people coming through the transition phase to become adults. The SEND education team works with the Transition team in a joined-up manner to ensure both social care and education needs are considered in good time.

If a young person is eligible for social care support, then social care funding may form part of the options that are available when considering their route onwards from post 16 education. Any young person with a disability (or their parents or carers) can request an assessment of their social care needs. Visit: [www.surreylocaloffer.org.uk/childtoadults](http://www.surreylocaloffer.org.uk/childtoadults)

## SUPPORT FOR PARENTS AND CARERS

Parents or carers, may be eligible for a carer's assessment. The assessment will look at what you do to look after your child's health and care needs, the support that the Local Authority could offer, and potential support from other local services. This can be particularly important when children become adults, as their lifestyle may change (i.e. no longer being in full time education), which could affect your caring responsibilities.

To access the carers guide to support visit: [www.surreylocaloffer.org.uk/carerguide](http://www.surreylocaloffer.org.uk/carerguide)

## RELATED RESOURCES

- For more information about SEND 19 - 25 year olds' entitlement to EHC plans, visit [www.gov.uk](http://www.gov.uk) and the find the Publications pages.
- The Preparing for Adulthood website outlines how children with an EHC plan should be practically supported to develop skills for adulthood, right from when they are in the early years. Visit: [www.preparingforadulthood.org.uk](http://www.preparingforadulthood.org.uk)
- Supported Internships aim to equip young people aged 16 - 24 with the skills they need to help them into employment. For more information contact: [employability@surreychoices.com](mailto:employability@surreychoices.com)
- SEND Advice Surrey offers impartial advice by phone and face to face to parents and carers, to help improve access to services and support for children and young people with special educational needs and disabilities. Visit: [www.sendadvice.surrey.org.uk](http://www.sendadvice.surrey.org.uk)
- Action for Carers supports and campaigns on behalf of carers in Surrey. Visit: [www.actionforcarers.org.uk](http://www.actionforcarers.org.uk)
- Contact offer a freephone helpline for families with disabled children and young people. Visit: [www.contact.org.uk](http://www.contact.org.uk)



# NOTES

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