Essex County Council
Special Educational Needs and Disabilities

Looking for Work:

Information for families and young people with SEND



Finding a job is an important part of Preparing for Adulthood. Work can help young people build confidence, develop new skills, earn money and become more independent. There are many different routes into employment. Every young person's journey is different.

Preparing for Adulthood: SEND Careers Advice Service
SEND Strategy and Innovation

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Step 1: Think about strengths and interests

Understanding what a young person enjoys and is good at can help identify suitable job opportunities.

Consider:

- interests and hobbies
- strengths and talents
- support needs
- preferred working environments
- future goals

A **Vocational Profile** can help identify:

- strengths
- interests
- support needs
- future aspirations

A Vocational Profile can help young people, families, education providers and support services work together to plan next steps.



Step 2: Develop employment skills

Young people need a range of skills for employment. These may include:

- communication
- teamwork
- timekeeping
- problem solving
- organisation
- reliability
- following instructions

Families can help develop these skills through everyday activities at home and in the community.

More information can be found in Section 1: Preparing for Adulthood: Parents and carers guide to post-16 opportunities



Step 3: Gain experience

Experience can help young people learn about the world of work and make informed decisions about their future.

Opportunities may include:

- work experience
- volunteering
- part-time work
- college work placements
- Supported Internships
- community activities

These experiences can help young people discover what they enjoy and provide opportunities to practise workplace and communication skills in real-life settings.

This helps young people:

- build confidence
- develop skills
- meet new people
- understand workplace expectations
- explore different careers
- gain experience to add to their CV

More information can be found in Section 4: Preparing for Adulthood: Parents and carers guide to post-16 opportunities



Step 4: Explore employment pathways

There are different routes into employment. Exploring the options available can help young people identify the pathway that best matches their interests, strengths and future goals.

Supported Internships
Supported Internships are for young people aged 16 to 24 with an EHCP who want to move into paid employment and need extra support to do so. They include:

- work experience
- support from a Job Coach
- learning at college
- developing work skills

Supported Internships help young people build confidence in the workplace, develop employability skills and gain experience in a real work environment.

Apprenticeships
An apprenticeship is a paid job where young people learn while they work. Apprentices:

- gain practical skills at work
- learn through training
- work towards qualifications
- gain valuable work experience

Apprenticeships can provide a direct route into employment while allowing young people to continue learning and developing their skills. Young people with SEND may be able to access reasonable adjustments and additional support during an apprenticeship.

More information can be found in Section 5 & 6: Preparing for Adulthood: Parents and carers guide to post-16 opportunities

Paid employment
Some young people move directly into paid work after education or training.

There is no single right pathway. Jobs may be:

- full-time
- part-time
- temporary
- permanent

More information can be found in Section 1: Preparing for Adulthood: Parents and carers guide to post-16 opportunities



Step 5: Prepare for job applications

Applying for jobs can take time and practice. Young people may need support to:

- search for jobs
- complete application forms
- write a CV
- prepare for interviews
- understand workplace expectations

It can also be helpful to talk about strengths, skills and achievements. Practising these skills, through mock interviews and feedback can help build confidence.

More information can be found in Section 1: Preparing for Adulthood: Parents and carers guide to post-16 opportunities



Step 6: Access employment support

A range of services can help young people move towards employment.

Supported Employment
Supported Employment helps people with disabilities or additional needs find and keep a paid job.

Support may include:

- identifying strengths and interests
- finding suitable jobs
- applications and interviews
- job coaching
- support in the workplace

More information can be found in Section 10: Preparing for Adulthood: Parents and carers guide to post-16 opportunities

Travel Training
Travel Training can help young people develop the confidence and independence needed to travel safely to and from work.

More information can be found in Section 2: Preparing for Adulthood: Parents and carers guide to post-16 opportunities



Step 6: Access employment support (cont.)

Connect to Work
Connect to Work is an employment support programme designed to help disabled people and people with health conditions move towards work. Connect to Work offers personalised support to:

- look for jobs
- prepare for interviews
- build confidence
- receive support in work

Jobcentre Plus (DWP)
Jobcentre Plus can help people:

- look for jobs
- write a CV
- prepare for interviews
- find training opportunities
- understand benefits

Disability Employment Advisers can provide additional support.

Access to Work
Access to Work is a government-funded scheme that can provide practical and financial support to help disabled people start work, stay in work or move into self-employment. Support may include:

- specialist equipment
- travel support
- job coaching
- communication support

Reasonable adjustments
Young people can choose whether and when to tell an employer about a disability or support need, but employers have a duty under the Equality Act 2010 to make reasonable adjustments for disabled employees and job applicants where required. Discussing support needs early can help employers consider appropriate adjustments, which might include changes to working hours, equipment, communication methods or workplace routines.

More information can be found in Section 11 & 12: Preparing for Adulthood: Parents and carers guide to post-16 opportunities

Looking for work checklist

Getting ready for work
- □ Identified strengths and interests
- □ Discussed future goals
- □ Completed Vocational Profiling
- □ Explored different employment pathways
- □ Developed work-related skills

Gaining experience
- □ Taken part in work experience
- □ Considered volunteering
- □ Explored Supported Internships
- □ Explored Apprenticeships

Applying for jobs
- □ Created a CV
- □ Practised interview skills
- □ Looked for suitable opportunities
- □ Accessed employment support

Starting work
- □ Arranged travel
- □ Understood support arrangements
- □ Discussed reasonable adjustments if required
- □ Set employment goals

Key message

Many young people need time, support and experience before moving into employment.

Building skills, gaining experience and accessing the right support can help young people achieve their goals and move towards paid work and greater independence.

This document has been produced by the ECC Preparing for Adulthood: SEND Careers Advice Service.


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