

Suffolk Employer Handbook Youth Pledge for Employers

Specialist Support Opportunities



European Union
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Social Fund



Suffolk
County Council



Norfolk County Council

TheMasonTrust
Inspiring confidence, supporting ambition

Specialist Support Opportunities



As our project (which is part funded by ESF) is focused on support for all 16-24-year-olds, we wanted to make you aware of further specialist support opportunities and how to access them.

We want to ensure that all our young people can experience the benefits that come from understanding the wider world of work so if you feel that you are able to offer wider support, please check out our next slides for how you can engage with us to support more vulnerable groups.



Special Educational Needs and Disabilities (SEND)

As an economy, the sobering reality is that only 5.9 % of people with SEND are in employment. Employers have an opportunity to change this.

Employing those with learning disabilities, physical disabilities, mental health needs, and/or autism spectrum disorder can support your business to:

- Access a wider pool of labour
- Promote inclusive culture
- Increase staff morale and retention
- Reduce recruitment costs
- Champion a diverse workforce which reflects the customers it serves and the community in which it is based

Tips for Employers from Young People at Suffolk One with Special Educational Needs



Special Educational Needs are all different, just like individuals themselves. The first thing you should do as an employer is have a conversation about what support needs a young person may have.

Suffolk One have kindly provided handy tips for employers that may be useful for some young people with Special Educational Needs, bearing in mind that not all of these will apply to everyone.

Tell Me –

- Make it clear what the job is.
- Let me know when I can have breaks/lunch
- Give me a ten-minute break between each task
- Let me know what's expected of me in advance
- Make a plan and stick to it, don't change things too quickly - I need routine

Please do:

- Give me a list of people I can talk to for help
- Give me a mentor or buddy
- Give me someone to shadow to help me build my confidence at the start
- If I have a regular task, it will build my confidence
- Let me know what hours I should work and be clear about my breaks, start and end time.
- Give me a visual timetable for the day, especially at different times
- Put tasks into chunks for me
- Check in/out with me to see how I am.



Take time

- Be aware of the Disability Discrimination Act. You will have to check I can get about in my wheelchair and may have to adapt the toilet, install ramps, widen doorways etc.
- Setting up a conversation with me about my needs; the workplace needs to be accessible for me
- Can someone read through the induction paperwork with me? Written down information can be difficult for me;
- Don't rush through my induction – make it longer than normal
- Visual is best – posters – clear images – timetables
- Can I come in for a few days to get used to the place before the job actually starts?
- Have a catch up at the start and end of the day – chat about how I'm doing and what's going to be happening.
- Set up lots of visits/ taster sessions before starting so I can feel ok around travel there / food arrangements / toilets / dress code – uniform / length of day ..breaks – tell me all these things CLEARLY!
- Clear description of what will be doing and keep it consistent – build up slowly getting to know staff have a 'go to' person.

[Suffolk One with Special Educational Needs.pdf](#)

SUPPORTED LEARNING CENTRE



Laura continued her thirst for learning by joining a programme with Inspire. This led to further personal development with the Princes Trust.

These valuable experiences have paved the way for Laura's future prospects. Her next step is just about to begin. Laura is moving onto a volunteering position at Chantry Library. We anticipate that the volunteering role will lead to bigger and better things.

Everyone at WS Training & Supported Learning Centre wishes Laura the very best in her next steps into employment.

Laura is a budding poet, you can read her latest poem in our spot light on talent supplement.

To book a CIAG meeting: [CSayerewstraining.co.uk](https://www.csayerewstraining.co.uk)



Successful Traineeship Story

Laura Wooton
Traineeship -

Laura has recently completed her Traineeship at a local charity, completing 70 hours of work experience with Student Life. They run a student magazine, written by students, for students. She wrote an article for My Life and even ran a poetry competition during her time there.

Laura has always shown great courage and determination to get on in life.

Children in Care and Care Leavers



After what has been a remarkably challenging year for many of us, children in care and care leavers have continued to face hurdles that few of us can imagine. As part of our corporate parenting responsibilities, Suffolk County Council is committed to raising the profile of young people leaving the care system and providing great work opportunities for them as they enter adulthood. This group of young people are statistically disadvantaged compared to those who are not care-experienced, and we urge employers to consider taking on children in care and care leavers to break this trend. It is essential that we as a society can come together to ensure that these young people are not left behind as the nation recovers.

As an organisation, we wish to be less 'corporate' and more 'parent' by speaking with employers who are willing to offer tasters, work experiences, and paid work opportunities as you would for your own children. Young people who are in the care of the local authority are always allocated a social worker (up to the age of 18) or a personal advisor (18+). These key professionals can be contacted for advice or support as well as Suffolk's Virtual School who have oversight of the entire cohort.

Contact details for both services can be found below.

- wendy.wright@suffolk.gov.uk (Service Manager – Suffolk County Council's Leaving Care Service)
- chris.wright@suffolk.gov.uk (Suffolk County Council's Virtual School)

If you can offer an opportunity to a child in care or care leaver, we ask you to consider this question: "Would this be good enough for my own child?"

If the answer is 'Yes', please do contact us so that we can help make this a reality.

Thank you,

Chris Wright - On behalf of Suffolk's Virtual School and Leaving Care Service



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Contact Us:

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Business Connectors – Norfolk

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Broadland, South Norfolk, Norwich & Great Yarmouth

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Opportunities Connector -

Norfolk and Suffolk

(Supporting Colleges, Sixth Forms, Young Person-facing Organisations)

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