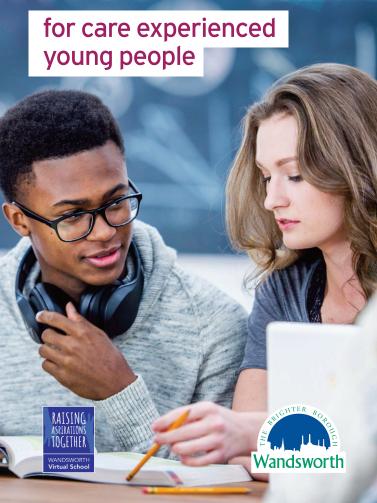
WANDSWORTH VIRTUAL SCHOOL

Education, employment and training guide



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My education journey has made me forget about my past problems and has motivated me to focus on my future aspirations.

Bethany, 20, studying International Social and Public Policy at London School of Economics



WELCOME FROM VIRTUAL SCHOOL HEADTEACHER

A wise person once said to me...

'...reach for the moon and then keep reaching further'

What this meant to me was to never limit your horizons, take every opportunity that comes your way.

Education, knowledge and skills are your toolkit for life they are something you achieve and take with you as you journey towards your future goals. Once you have them, they're yours and yours only.

This guide is intended to equip you with questions you want advice about when talking to your social worker, PA or Virtual School advisor - it is important to remember that as corporate parents, we are here to guide and support you along your journey.

I hope you will find some inspiration in this guide to help you navigate towards your aspirations and dreams.

Good luck! Nova

GET IN TOUCH

If you need more information, please contact Nova Levine, Virtual School Headteacher by email nova.levine@richmondandwandsworth.gov.uk

Huge thanks to Khimarn Joseph-Vitalis (Virtual School EET Officer) who has led on developing this fantastic guide!

WANDSWORTH VIRTUAL SCHOOL

The Virtual School has responsibility for ensuring that all looked after children and care leavers aged 3 to 25 years are supported to achieve academic success, progress in their learning and have high aspirations.

We also provide advice and guidance to previously looked after children and professionals working with children in need. Our aim is to help all our looked after children and care leavers to access support so that you can achieve your academic potential and work towards your career goals.

Who is in the team? Our team includes the Headteacher, Assistant Headteacher - Post 16s, Advisory Teachers, Education Co-ordinators, EET workers, an Educational Psychologist and a Business Support Manager and Officer.

We also have dedicated Education, Employment and Training Officers (EET) who work directly with a cohort of care leavers aged 18-21 years to ensure they access support to enable them to secure positive education, employment or training outcomes.

Did you know - we offer lots of exciting enrichment opportunities, so just get in touch! We also run Study Club every Tuesday evening and EET drop-in sessions every other Wednesday.

A good place to start planning your options is to think about these three questions.

How will I get there?

Where do I want to get to?

What would I like to be doing in 5 years' time – job, living abroad, etc? What course, training or future job is likely to get me where I want to go?

Where am I now?

What qualifications, skills, qualities, strengths and interests do I have?

Where am I now?

Where do I want to get to?

How will I get there?

Of course, not everyone will necessarily know the answers to all these questions, but now is the time to start exploring information about careers, iobs and courses.

I enjoy going to school at Southfields. I'm in the International Group and learning English, Maths, cookery, computers and PE. Education is important to me because I want to have a good future and good life.

Saloum, 17, studying on the International Group programme at 6th form Southfields Academy Sixth Form

LEVELS OF ACADEMIC AND VOCATIONAL QUALIFICATIONS

Entry Level	Entry Level Awards, Certificates and Diplomas
Level 1	GCSEs (grades 3-1) Level 1 Functional Skills Level 1 Awards, Certificates and Diplomas
Level 2	GCSEs (grades 9-4) Level 2 Functional Skills Intermediate Apprenticeships Level 2 Awards, Certificates and Diplomas
Level 3	A Levels Access to Higher Education Diploma International Baccalaureate (IB) Advanced Apprenticeship Level 3 Awards, Certificates, Diplomas and T Levels
Level 4	Foundation Degrees Higher Apprenticeship Higher National Certificates (HNC) Level 4 Awards, Certificates and Diplomas
Level 5	Foundation Degrees Higher National Diplomas (HND) Level 5 Awards, Certificates and Diplomas
Level 6	University Degree Degree Apprenticeship Level 6 Awards, Certificates and Diplomas
Level 7	Masters Integrated Master's Degree Postgraduate Diplomas and Certificates
Level 8	Doctorate PhD

LONDON COLLEGES AND SIXTH FORMS

Carshalton College

Nightingale Road, Carshalton SM5 2EJ Telephone 020 8544 4444 Email cs@carshalton.ac.uk Website carshalton.ac.uk

Coulsdon Sixth Form College

Placehouse Lane, Croydon, CR5 1YA Telephone 01737 551 176 Email enquiries@coulsdon.ac.uk Website coulsdon.ac.uk

Croydon College

College Road, Croydon, CR9 1DX Telephone 020 8686 5700 Email info@croydon.ac.uk Website croydon.ac.uk

John Ruskin College

Selsdon Park Road, South Croydon, CR2 8JJ Telephone 020 86511131 Email info@johnruskin.ac.uk Website johnruskin.ac.uk

Kingston College

Kingston Hall Road, Kingston on Thames, KT1 2AQ Telephone 020 8546 2151 Email info@kingston-college.ac.uk Website kingston-college.ac.uk

Lambeth College

45 Clapham Common, SW4 9BL Telephone 020 7501 5000 Email courses@lambeth.ac.uk Website lambethcollege.ac.uk

Lewisham College

1 Deptford Church Street, Deptford, SE8 4RX Telephone 020 3757 3000 Email info@lewisham.ac.uk Website lewisham.ac.uk

Merton College

London Road, Morden, SM4 5QX Telephone 020 8918 777 Email info@merton.ac.uk Website merton.ac.uk

Nightingale Community Academy 6th Form

Beechcroft Road, Wandsworth, SW17 7DF Telephone 0345 402 0453 Email enquiries@orchardhill.ac.uk Website orchardhill.ac.uk

Richmond upon Thames College

Langhorn Drive, Twickenham, TW2 7SJ Telephone 020 8607 8000 Email admissions@rutc.ac.uk Website rutc.ac.uk

South Thames College

Wandsworth High Street, SW18 2PP Telephone 020 8918 7777 Email info@south-thames.ac.uk Website south-thames.ac.uk

Southfields Academy Sixth Form

333 Merton Road, SW18 5JU
Telephone 020 8875 2600
Email info@southfieldsacademy.com

Southwark College

2 Collett Road, Bermondsey, SE16 4DD Telephone 020 3757 4000 Email info@southwark.ac.uk Website southwark.ac.uk



Sutton College

St Nicholas Way, Sutton, SM1 1EA Telephone 020 8289 4700 Email enrol@suttoncollege.ac.uk Website suttoncollege.ac.uk

Sutton and District Training

Lawn View Grove Park, High Street, Carshalton SM5 3BB Telephone 020 8687 5225 Email enquiries@suttondistrict.co.uk Website suttondistrict.co.uk

St Francis Xavier Sixth Form College

Malwood Road, SW12 8EN
Telephone 020 8772 6000
Email enquiries@sfx.ac.uk
Website sfx.ac.uk

West Thames College

London Road, Hounslow, TW7 4HS Telephone 020 8326 2000 Email info@west-thames.ac.uk Website west-thames.ac.uk

William Morris Sixth Form

83-95 Biscay Road, Hammersmith, W6 8RB Telephone 020 8748 6969 Email info@wmsf.ac.uk Website wmsf.ac.uk

THINKING ABOUT UNIVERSITY?

Here is some advice and help when thinking about applying for university. Your Advisory Teacher, Education Co-ordinator or EET worker will discuss this pathway further with you.

IS UNIVERSITY FOR ME?

University offers students the opportunity to apply for a broad range of degree programmes across a huge range of academic and vocational subject areas.

Top 5 benefits of studying at university:

- In-depth learning in a subject or subjects of interest to you
- A range of academic and transferable skills needed for your working life
- · Improved career opportunities
- · Higher starting salary in many sectors
- Confidence about your independence and ability to create a range of social networks and friendships

Education has given me the enthusiasm and interest in learning many new fascinating topics, particularly sciences. It has given me the skills and knowledge for the university course and career I want to follow. I have applied to Imperial College and then want to become a Research Physicist.

Hai, 20, studying A-Level Physics, Chemistry, Maths and Further Maths at William Morris Sixth Form



HOW TO APPLY FOR UNIVERSITY?

UCAS

All applications to UK universities are made through UCAS (the Universities and Colleges Admissions Service). Simply fill in a UCAS application form on the UCAS website. Make sure you explore the Propel website (see page 13) fully before you start and submit your UCAS application well before the deadline, particularly if you want to study at one of the top universities in the UK.

There are 5 steps to UCAS applications

1 Registration

• First and foremost, register your details with UCAS. This bit is straightforward; just make sure you input your details correctly.

2 Find a course

- Possibly the most important stage; you'll need to identify a course you want to spend the next 3 or more years of your life committed to.
- Use the Course Chooser to search through over 100,000 courses.
- Once you've found a course take a note of its unique UCAS code, you'll need this to fill out the application form.

3 Find a university

You've found the perfect course; now you need to make sure you study it at the right university; Advice on Choosing a University will help you come to the right decision. Think about more than just league table position – what about the location, the accommodation and the facilities?

Once you've made your shortlist of universities make a note of their unique UCAS codes.

4 Fill out the application form

- One application form is used to apply for 5 different choices. You can apply to 5 different universities for the same course or 5 different courses at the same university, it's up to you.
- Remember, you'll only have room for one personal statement to support your application. There is useful advice on the UCAS website about what you need to think about and include. You need to make sure your enthusiasm and interest in your chosen subject(s) comes across clearly.

5. Send and wait for replies

- Universities will consider your application and should then reply to you with a conditional or unconditional offer if you meet their course entry criteria.
 - Telephone **0371 468 0468**
 - Website ucas.com

AIM HIGHER LONDON

Aim Higher is a partnership between Wandsworth Virtual School and London universities. It aims to encourage and support looked after young people into the higher education sector. Each year it runs programmes, such as university taster visits, and a mentoring programme where care-experienced young people are matched with current university students to help them find out and decide on all things HE. Contact the Virtual School for details.

www.aimhigherlondon.org.uk

You can access the members' area on:

- Username wandsworth
- Password wvx20-ah-vc



PROPEL

Propel is a fully searchable website for care leavers providing information on the support available to you at colleges and universities across the UK.

Find out:

- Whether 365-day accommodation is available
- What bursaries and grants are on offer?
- The help and support care leavers can expect
- The contact details of the person who supports Care Leavers at each university.

Propel also has loads of other useful info, like an overview of student funding, specific advice for care leavers and inspirational stories from care-experienced students about their experience of university life and studies.

- Telephone **0371 468 0468**
- Email advice@becomecharity.org.uk
- Website ucas.com

My education has given me a sense of purpose. I have received the help I need in order to plan for the future and understand what I want to do.

Abdullah, 21, studying Law at Middlesex University

UNIVERSITY FUNDING AND FINANCE

You must apply for a Tuition Fees Loan which pays for your course fees and is repayable at the end of the course. This money goes directly to the university.

At the same time, you will apply for a Student Maintenance Loan which is also repayable at the end of the course. Repayment is based on earnings and not level of debt.

You only start paying off the loans once you are earning over £26,575 a year.

Full-time student 2021 to 2022 academic year

Living away from home,

studying outside London Up to £9,488

Living away from home,

studying in London Up to £12,382

Parents' Learning Allowance Up to £1,821

Adult Dependants' Grant Up to £3,190

Disabled Students' Allowance

(General Allowance) Up to £1,954

Childcare Grant Up to £174.22

a week (1 child)

Up to £298.69 a week (2 or more children)

SUPPORT FOR CARE LEAVERS

Wandsworth gives each Care Leaver a higher education bursary of £2,000 spread over the time you are at university. The bursary is paid into your bank account in installments.

USEFUL WEBSITES

prospects.ac.uk discoveruni.gov.uk gradjobs.co.uk milkround.com targetjobs.co.uk thejobcrowd.com gradcracker.com

APPLYING FOR UNIVERSITY: KEY DATES

1 YEAR BEFORE YOU WANT TO START YOUR UNIVERSITY COURSE:

UNIVERSITY	UNIVERSITY COURSE:		
When	What		
September	Your application When should I start applying for university? You can start applying through UCAS from 5 September. To give your application the best chance, you should apply by 15 January. This is the UCAS application deadline for most students. Check if your school or college has an earlier deadline.		
October	Applying for Oxford and Cambridge Applications' deadline for any course at the universities of Oxford and Cambridge, or for most courses in medicine, veterinary medicine/science, and dentistry.		
October- November	Visit universities and find out more Open days are a great way to find out about the campus where you will be studying and the local area. You will also be able to hear more about your chosen subject and have a chance to talk to staff and current students.		
January	Your application You should submit your UCAS application by 15 January to meet the UK university application deadline.		
March	Apply for student funding To ensure that you receive funding in good time, make sure you apply early for your student funding. You do not need to wait until		

you have been offered a place on a course to

apply for funding.

When What

March Think about accommodation

All eligible students are guaranteed an offer of university accommodation. Once you have accepted your offer, the university will be touch about your accommodation options.

Applications for university accommodation open in early March.

March UCAS Extra

If you have used all five choices on UCAS and you're not holding any offers, you can add more choices through UCAS Extra from February to June. If you have not already applied through UCAS, you can start a new application or apply direct to the university.

April Decide on your first and second choice offers

In April and May you will have to make your first (firm) and second (insurance) choice of course and university and confirm it with UCAS. For most of you the deadline for this will be 5 May.

May University decision of offer

If you applied by mid-January and you're still awaiting a decision from one of your choices, unis/colleges have until now to decide whether they're making you an offer. If you have not heard, you are unlikely to be offered a place but do call the university to check.

4 July Last date for applications through UCAS Extra.

5 July Clearing Opens

Entry Clearing opens. Clearing is how universities and colleges fill any places they still have on their courses.

5 July Get your exam results

If you are studying for a BTEC or IB qualification, you may get your results in July. Make sure you let the university know about your results when you get them.

When	What
August	Get your exam results A-level results day is in mid-August (GCSE results are late August). Once you have all your exam results you can check UCAS Track for confirmation of your place and the university will confirm your place with you too.
August	Apply through Clearing If you are still looking for a university place, you can talk to universities about Clearing options.
August	Confirm your accommodation Once you have your results and your place is confirmed, you can confirm your accommodation with the university.
August	Looking for a place to live If you are planning on finding your own accommodation get in touch with the Accommodation Service. Universities manage a database of properties offered by landlords who meet their code of standards.
ACADEMIC Y	'EAR YOU START AT UNIVERSITY:
When	What
September	Check when your course starts and

When	What
September	Check when your course starts and your timetable Use your new student portal to find out where you need to be during the first week of your course and when that is. Check course reading and materials lists too.

September

The welcome programme is the first week of the autumn term. You will complete your inperson enrolment, attend university and course induction activities and enjoy the events the university and the Students' Union put on for new students.

UNIVERSITY FOR ASYLUM SEEKERS AND REFUGEES

The financial help available and tuition fees you need to pay will depend on your immigration status and where you live (your residential status). Course providers charge different tuition fees for different categories of students, so make sure you enter the correct status on your application. There are two main rates of fee: 'home status' and 'overseas status'.

You are eligible for student finance if your immigration status is either:

- Refugee status
- You are on a family reunion visa.

If your immigration status is **Humanitarian Protection** or **Indefinite Leave to Remain** without refugee status you are eligible but you have to have been 'ordinarily resident' in the UK for 3 years before you can apply for student finance.

If your application for asylum is still processing and you are an **asylum seeker**, then you do not qualify for student finance. However, there are some organisations who can help - see below. Whatever your status, talk to your Advisory teacher or EET worker as we will help you.

For further information and support:

Refugee Support Network offers support services to help you overcome any challenges you may face, along with useful resources. Its 'Thinking Ahead to Higher Education Toolkit' and frequently asked questions are great starting points for refugees and asylum seekers considering applying to university. www.refugeesupportnetwork.org

Student Action for Refugees (STAR) works to create scholarships for refugees in higher education. There is a list of all scholarships available in the UK on its website.

www.star-network.org.uk

UK Council for International Student Affairs (UKCISA) can help you understand more about tuition fee status in different parts of the UK, as well as other issues related to immigration and education. www.ukcisa.org.uk

GRADUATES - WANDSWORTH GRADUATE SCHEME

Wandsworth Council Graduate Development Programme is dynamic and collaborative, and you can expect to work with many different groups and teams - from consulting with residents to working in partnership with other organisations.

Placements

Throughout the programme you will take on real responsibilities in at least four different placements in key areas of the council's work. Placements will be based in both boroughs in one of the six Directorates.

This will give you the chance to experience a range of different challenges and deepen your skills through a wide variety of work and projects.

Support

You will have regular access to a supervisor who will support your development throughout the scheme. In addition to a supervisor you will have access to our mentoring scheme where you can choose a senior mentor to help you understand how best to achieve your goals, develop contacts and plan your own development. You will also join a wider community of graduates and will be paired up with a 'buddy'. Your buddy will have first-hand experience of being on the scheme and will provide you with support and advice.

Training and Development

You will take part in several activities that are designed to help you to develop the skills, knowledge and experience you need to launch your career. Activities include shadowing opportunities, Q&As with senior managers and leading councillors, organising and assisting at council events, working during elections and many more.

You will take part in an innovative, bespoke training programme which includes areas such as presentation skills, project management and management skills.

APPRENTICESHIPS, INTERNSHIPS, TRAINING AND EMPLOYMENT

WHAT IS AN APPRENTICESHIP?

Apprenticeships are where you work for an organisation whilst studying towards a qualification - and you get paid!

Young people have the chance to work alongside experienced staff and gain skills unique to the workplace, as well as an increasingly well-respected qualification, over a period of one to four years.

Apprenticeships require a minimum of 30 hours per week in employment, alongside classroom-based learning to achieve the transferable skills (English, Maths and ICT where applicable) and core qualification components of the apprenticeship.

HOW MUCH DO I GET PAID?

As an apprentice, you'll earn a wage. The current minimum wage rate for an apprentice is £4.15 per hour.

This rate applies if you're under 19, or if you're aged 19 or over and are in your first year. You must be paid the national minimum wage for your age if you're an apprentice aged 19 or over and have completed your first year.

The national minimum wage is currently set at £6.45 for 18-to-20-year-olds, £8.20 for 21- to 24-year-olds and £8.72 for those aged 25 and over.

My Apprenticeship has helped me gain more
IT knowledge and customer handling skills which
will be vital for any job in the future.

Hung, 21, Level 3 Infrastructure Technician Apprentice

WHAT TYPES OF QUALIFICATIONS CAN I WORK TOWARDS?

Qualifications can include:

Functional skills - GCSE level qualifications in English, Maths and IT.

National Vocational Qualifications (NVQs) - from Level 2 (comparable to five GCSEs) up to Level 5.

Academic qualifications - including a Higher National Certificate (HNC), Higher National Diploma (HND), foundation degree or the equivalent of a full bachelor's degree.

IF I AM A CARE LEAVER, WILL IT AFFECT MY BENEFITS?

This will depend on your salary and current level of benefits. Speak to your job coach at the Job Centre about this.

As you are still classified as a student you will be entitled to a discounted Oyster card and you will receive the same employee benefits as your colleagues e.g. discounted gym membership, annual leave entitlement, access to training and development opportunities.

WHAT APPRENTICESHIP OPPORTUNITIES DOES WANDSWORTH COUNCIL OFFER?

Wandsworth Council offer a range of apprenticeship and traineeship opportunities. For more information, go to https: wandsworthlifelonglearning.org.uk and speak to your Virtual School advisor or EET worker who can explore other apprenticeship opportunities with you.

My Apprenticeship has helped my career goal as it has got me in my chosen field of work that I always wanted to do! I also feel really appreciated at work.

Daniella, 19, Level 3 Teaching Assistant Apprentice

WHAT IS A TRAINEESHIP?

A traineeship is a programme which incorporates work experience, training and personal development to help young people get ready for working life.

Designed for people aged 16 to 24 who don't yet have the appropriate skills or experience, traineeships provide the essential work preparation training, English, maths and work experience needed to secure an apprenticeship or employment.

A traineeship has three core elements:

- A high-quality work experience placement with an employer
- Work preparation training, provided by the training organisation
- English and maths support, if required, provided by the training organisation

Traineeships can last from 6 weeks to 6 months with the content tailored to the needs of the business and the individual. Employers are not required to pay trainees for the work placement and traineeships are exempt from the Minimum Wage.

WHAT IS AN INTERNSHIP?

An internship is a period of work experience, offered by an organisation, lasting for a fixed time anywhere between a week and 12 months.

They are typically undertaken by students and graduates looking to gain relevant skills. Internships can last a week during the summer holidays to a year depending on the sector and employer. Student internships tend to be shorter in length than graduate ones.

Employers use these placements to assess a student's or graduate's capability and often recruit employees from their interns, rather than advertise their vacancies externally. You should therefore apply for an internship in an area you are interested in pursuing as a career.

People often confuse internships and work placements, but the two types of experience are different. While internships are usually undertaken over the summer months or after graduation to gain experience in a field, work placements, also known as a year-in-industry or placement year, are taken as part of a degree.

Students on a placement year are completing a module and receive academic credit for the year.

TRAINING AND EMPLOYMENT

Employability and personal development courses are aimed at young people who may need to enhance these skills and further explore their area of interest prior to applying for work or an apprenticeship. See below some organisations that can support you.

Top 10 qualities and skills employers are looking for: -

- Good personal presentation (dress the part, do your hair, watch your body language).
- Communication skills
- A positive attitude (a can-do approach)
- Personal organisation and timekeeping
- Integrity and honesty
- Team working
- Problem-solving skills
- Managing multiple priorities and adaptability
- IT skills and digital literacy
- Eager and willing to learn

USEFUL WEBSITES

apprenticeships.gov.uk apprenticeshipguide.co.uk future-talent.com

WANDSWORTH LIFELONG LEARNING

Wandsworth Council's Lifelong Learning service (WCLL) is part of the Council's Children's Services Department.

It is responsible for a wide range of Lifelong Learning activities and courses across the borough continuing to increase its focus on those who are most disadvantaged to improve their access to learning and employment.

WCLL's main functions are to deliver:

- An extensive programme of part-time Community Learning (including Family Learning) courses
- Apprenticeships to young people and adults
- Accredited courses through an Adult Skills Budget -English, Maths, ESOL and Employability programmes
- Work experience and preparation for employment

FULL POTENTIAL PROGRAMME - WORK EXPERIENCE

Wandsworth Virtual School offers young people highquality work experience, information, advice and guidance (IAG) through its 'Full Potential' partnership project, delivered by Lifelong Learning, which has a London-wide network of 5,000 employers across all sectors.

Alongside your Advisory Teacher or EET worker, their staff team can help you try out different sectors, choose a career and prepare for working life.

Full Potential also gives you the opportunity to develop your personal & professional networks for the future.

For more information, speak to your Virtual School advisory teacher, PA or EET worker.

BASE (BATTERSEA ACADEMY FOR SKILLS & EMPLOYMENT)

What is provided: BASE Foundation Programme 4-week Customer Service and Hospitality course is linked to jobs at Battersea Power Station development. The course will develop the skills, techniques and personal qualities that are essential for working in the hospitality sector.

- Telephone **0207 620 3000**
- Email hello@baseskillsacademy.co.uk
- Website baseskillsacademy.co.uk
- Address 30 Arches Lane, Battersea Power Station, SW11 8AB

CARE LEAVER COVENANT

The Covenant is a promise made by private, public and voluntary organisations to provide support for care leavers aged 16-25 to help them to live independently.

The Care Leaver Covenant App has been developed by Spectra First and is funded by the Department for Education.

The App contains relevant offers from organisations, charities and businesses across the UK that are exclusive to care leavers. These offers will help you start your career, stay healthy and make new friends.

Once installed, the App works offline so you can use it whilst out and about. This also means it won't be using any of your phone contract data.

- Telephone **0800 077 3557**
- Email info@mycovenant.org.uk
- Website mycovenant.org.uk
- @careleavercovenant (Instagram)
 - @CareLeaverCov (Twitter)

CARAS

What is provided: CARAS provides a range of group activities that support people of all ages to develop their English skills (ESOL), access services and opportunities, build supportive social networks and to feel welcomed.

- Telephone: 020 8767 5378
- Email info@caras.org.uk
- Website caras.org.uk
- Address 25 Blakenham Road, Tooting, SW17 8NE

CHELSEA FOOTBALL CLUB FOUNDATION

What is provided: Accredited training to improve employment prospects including healthy living, fit for work, overcoming barriers to employment, interview skills, CVs, presentation training, job application support, work opportunities, targeted provision for lone parents and the long-term unemployed.

- Telephone **020 7958 2813**
- Fmail Foundation.education@chelseafc.com
- Website chelseafc.com/foundation
- Address The Hub, Stamford Bridge, Fulham Road, SW6 1HS

DRIVE FORWARD FOUNDATION

What is provided: Drive Forward Foundation is a charity working to help care leavers, aged 16-26, to achieve their career goals by finding sustainable employment and related opportunities. The work includes one-to-one support, personal development and career programmes, links to top employers, a professional mentor whilst in employment and employability workshops.

- Telephone **020 7620 3000**
- Email info@driveforwardfoundation.org
- Website driveforwardfoundation.org
- Address 14-15 Lower Marsh, South Bank, London SE1 7RJ

HEATHROW EMPLOYMENT & SKILLS ACADEMY

What is provided: The Care Leaver programme supports young people leaving care into careers and Apprenticeships within Heathrow and its partners. Individuals are assigned a mentor to support them in their journey through the Academy and into employment. A pre-employment training programme (PET), accredited WorkSkills Level 1 employability skills training course is available to all with additional support to meet individual needs.

- Telephone: 020 8759 5978
- Email enquiries@heathrowacademy.co.uk
- Website heathrowacademy.co.uk
- Address Newall Road, Hayes, Hounslow TW6 2AP

JACE TRAINING & ASSESSMENT

What is provided: Jace offers study programmes, traineeships and apprenticeships in various NVQ vocations in Business Administration, Customer Service, ICT, Playwork, Childcare or Health and Social Care. There is support with employability Skills, Maths and English and work experience opportunities which are built into the training programmes.

- Telephone **020 8675 6265**
- Email AskUs@jace-training.co.uk
- Website jace-training.co.uk
- Address 2nd Floor Offices,

10 Balham Station Road, SW12 9AZ

JOBCENTRE PLUS

What is provided: Employment advice, job brokerage and screening for local jobs.

Access to work clubs, training courses, work experience, volunteering, CV advice, online job searching and careers advice (National Careers Service is onsite at the Jobcentre).

- Telephone **0800 169 0190**
- Address 29 Hardwicks Square, Wandsworth, SW18 4AL

K10 CONSTRUCTION

What is provided: Offering construction apprenticeship and traineeship opportunities across London. Training includes CSCS test and card, Level 1 Health and Safety in a Construction Environment, work experience, employability skills and full Personal Protective Equipment (PPE).

- Telephone: 020 3696 2660
- Email hello@k-10.co.uk
- Website k-10.co.uk
- Address The Gateway Centre,
 66 Lancaster Street, SE1 ORZ

MILITARY PREPARATION COLLEGE FOR TRAINING

What is provided: 16-19 year olds develop their fitness, vocational qualifications, and employability skills to help prepare for employment, including careers in the British Armed Forces.

- Telephone **0330 111 3939**
- Email enquiries@mpct.co.uk
- Website mpct.co.uk
- Address Army Reserve Centre,

27 St John's Hill, Battersea, SW11 1TT

PRINCE'S TRUST

What is provided: Prince's Trust provides a range of personal development and confidence building programmes and a variety of career taster days for 16-25-year-olds, including accredited courses and qualifications, work experience, residential trips, and employer engagement.

Travel and lunch are provided, and benefits are not affected.

- Telephone 0800 842 842
- Website princes-trust.org.uk

SHARE COMMUNITY

What is provided: Accredited courses for specially designed for disabled people, including those with learning disabilities and mental health needs. Students are supported to work at their own pace, based on their individual needs and personal goals.

- Telephone **020 7924 2949**
- Email info@sharecommunity.org.uk
- Website sharecommunity.org.uk
- Address 64 Altenburg Gardens, Clapham Junction, SW11 1JL

SPEAR - CLAPHAM JUNCTION

What is provided: The Spear Programme helps young people to overcome barriers to employment and get into work. Six weeks of coaching workshops focusing on an impressive CV and covering letter, interview training, jobskills matching, job application support, increased confidence and professional communication skills.

- Telephone **020 3475 0424**
- Email hello@spearclaphamjunction.org
- Website resurgo.org.uk/spear-programme
- Address St Mark's Battersea Rise, SW11 1EJ

STREET LEAGUE

What is provided: Employability Programme using football and fitness to help 16 to 24-year-olds develop employability skills. Training includes football training, personal development, Maths, English and work placements linked with live employment vacancies. Training centres in North, Fast and South London.

- Telephone: 0800 331 7600
- Email info@streetleague.co.uk
- Website streetleague.co.uk

WORK MATCH

Wandsworth Work Match has been set up by the council to help match out unemployed local people with new jobs in the borough.

Work Match links local people to local jobs, apprenticeships and training opportunities. Areas include construction, catering, engineering, design, fashion, admin and retail.

Hundreds of construction jobs, apprenticeships and other training opportunities are now being created in regeneration areas like Nine Elms on the South Bank and Wandsworth Town. The Work Match team is working with the development companies to ensure residents can apply ahead of people from outside the area.

The team will screen local candidates carefully before they apply and can also direct applicants to the pre-job training and support they need to get them ready for the workplace.

- Telephone **020 8871 5191**
- Email wandsworthworkmatch@wandsworth.gov.uk
- Website wandsworthworkmatch.org

WORKING CHANCE

What is provided: Working Chance is the UK's only recruitment consultancy for women with criminal convictions and young women leaving care. They support women into paid employment and voluntary/work experience placements, and provide training covering topics such as writing CVs and job applications, disclosure of a conviction and interview technique.

- Telephone 020 7278 1532
- Email info@workingchance.org
- Website workingchance.org
- Address Claremont Building,

24-27 White Lion Street, N1 9PD

VOLUNTEERING

Anyone can volunteer. It can be very rewarding and is a great way to meet new people, gain new or use existing skills, get experience and make a big difference to your community.

There are lots of easy ways to give your time to help others - from having a cup of tea with an elderly neighbour to helping in your local area or making a regular commitment to volunteer with a charity or community group.

USEFUL WEBSITES

do-it.org reachvolunteering.org.uk vinspired.com volunteeringmatters.org.uk timebank.org.uk



PART-TIME WORK

It might be worth thinking about a part-time job if you want to bring in some extra money. It can also bolster your CV and provide a means to transition to a new career.

Think about the type of job you're looking for, where you want to work, and on the flexibility of your schedule to accommodate hours of work.

USEFUL WEBSITES

inretail.co.uk studentjob.co.uk
jobsite.co.uk neuvoo.co.uk
fish4.co.uk indeed.co.uk
retailchoice.com e4s.co.uk
monster.co.uk savethestudent.org



MONEY MATTERS

Financial independence is important and as you progress through your studies, training or employment, you will begin to experience a greater sense of independence.

It is a good idea to start saving some money, whether towards a holiday, first car or eventually, buying a house!

As a young person, it is important you have support to make sure you can travel to college, 6th form, training or your workplace. You will need to plan everything from lunches to work clothes with the support of your social worker or PA. We are all here to help! Wandsworth council are committed to doing everything they can to enable you to work towards your aspirations.

FREE AND DISCOUNTED TRAVEL

Telephone **0343 222 1234**

Website tfl.gov.uk/fares/free-and-discounted-travel What is provided: London borough resident young people aged 16-18 in full time education (over 12 hours) may qualify for a 16+ Oyster Card which entitles them to free bus and tram transport within London. 18+ students and apprentices can apply for an 18+ Oyster Card which enables them to qualify for 30% reduction on some fares and tickets.

JOBCENTRE PLUS TRAVEL DISCOUNT

Telephone **0343 222 1234**

Website tfl.gov.uk/fares/free-and-discounted-travel What is provided: Those on Universal Credit, aged between 18-24 and unemployed for 13-39 weeks can get 50% off pay as you go adult fares to travel on bus, tube, tram, DLR, London Overground, TfL Rail. This is valid for three months.

16 TO 19 BURSARY

Website gov.uk/1619-bursary-fund

What is provided: Sixth form schools, colleges and further education colleges must support their learners.

A bursary is money that you, or your education or training provider, can use to pay for things like clothing, books and other equipment for your course and transport and lunch on days you study or train. Your attendance will need to be 95% to receive your bursary.

DISCRETIONARY BURSARY

Website www.gov.uk/1619-bursary-fund

What is provided: Students aged 19 or over are only eligible to receive a discretionary bursary if they are continuing on a study programme they began aged 16 to 18 ('19+ continuers') or have an Education. Health and Care Plan (EHCP)

ADVANCED LEARNER LOANS

Telephone 0300 100 0619

Website gov.uk/advanced-learner-loan

What is provided: These are loans for students aged 19 or over studying for A-levels, general and vocational qualifications at Level 3 or above and Access to Higher Education diplomas. The minimum loan amount is £300, and you won't need to start paying it back until you've started earning over £25,725 a year.

CARE TO LEARN

Telephone 0800 121 8989

Email c2I@studentbursarysupport.co.uk

Website gov.uk/care-to-learn

What is provided: The Care to Learn scheme offers financial help with childcare and travel costs to parents under the age of 20 so that they can get back into studying or gain qualifications. Care to Learn offers financial help with any kind of study or learning, if it is publicly funded.



SMART WORKS

Telephone 020 8962 6586

Email london@smartworks.org.uk

Website smartworks.org.uk

What is provided: Smart Works provides free interview appropriate clothing and training to women who have a confirmed interview for a paid position. Clients will receive a complete outfit of high-quality clothes and accessories along with a one-to-one interview preparation and coaching session. Based in North and West London.

SUITED AND BOOTED

4 London Wall Buildings, Blomfield Street, EC2M 5NT Telephone 07808 531 654

Email info@suitedbootedcentre.org.uk

Website suitedbootedcentre.org.uk

What is provided: Suited & Booted is a charity that helps vulnerable, unemployed and low-income men into employment by providing interview clothing (suit, shirt and tie, and accessories) and offer clients interview advice and mentoring.

PRINCE'S TRUST - DEVELOPMENT AWARDS

Telephone 0800 842 842

Website princes-trust.org.uk

What is provided: Development Awards offers grants of up to £500 to assist young people aged 14-25 with getting into education, training or employment. Examples of support include grants for equipment, clothing, travel costs, fees (including licence fees) or childcare costs.

BUTTLE UK

15 Greycoat Place, London SW1P 1SB

Telephone 020 7828 7311

Email support@buttleuk.org

Website buttleuk.org

What is provided: Buttle UK can provide financial help to young people who receive no support from their parents or guardians so that they can further their education or employment.

To apply the young person must have a clear education, training or employment goal that they are pursuing or intend to pursue within three months of their application. Each package of support can be worth up to £2,000.

THE CAPSTONE CARE LEAVERS TRUST (CCLT)

Telephone: 0121 374 2601

Email: info@capstonetrust.org

Website: capstonecareleaverstrust.org

What is provided: The CCLT awards grants to people aged 17-25 years who have been in Local Authority Care in England or Wales and are in need. The CCLT also offers advice and guidance to young people to help reduce their experience of social exclusion and enhance their life chances.

THE SPARK FOUNDATION

Email admin@sparkfoundation.org.uk

Website sparkfoundation.org.uk

What is provided: A charity in England and Wales for young people who are, or were, in care. They offer grants so you can have the same chances as everyone else.

SELF-EMPLOYMENT OPPORTUNITIES

PRINCE'S TRUST

The Prince's Trust helps young people aged 16 - 30 who want to set up their own business. Their Enterprise programme is for those who want to start their own business, including funding opportunities and up to 2 years mentoring support. When you join the programme, you'll benefit from the skills, training and mentoring to make your business a success - along with the chance to apply for a low-interest loan up to £5,000.

Telephone: 0800 842 842 Website princes-trust.org.uk



NEW ENTERPRISE ALLOWANCE (NEA)

The New Enterprise Allowance (NEA) aims to help unemployed people start their own businesses. Support includes access to a volunteer business mentor to provide guidance, helping you develop a business plan and advising you through the early months of trading.

You need to be receiving certain benefits and have a business idea that could work.

Speak to your Jobcentre Plus work coach - they will explain how NEA could help you.

BUSINESS LAUNCHPAD

Starting your own business is a challenge, whatever age you are. However, more and more young people are creating their own start-ups and becoming young entrepreneurs. In fact, the average age of people starting their own business is declining. That means if you're young and thinking of turning an idea into a business reality you're not alone!

Business Launchpad support young people aged 16 – 30 living in London who have a business idea or are already running their own organisation. They provide free business workshops and coaching to help you start and grow your business, developing your entrepreneurial thinking and skill set. Their team specialise in working with you one to one, focusing on your strengths and taking action to get your business moving.

Trident Business Centre, 89 Bickersteth Road, Tooting, SW17 9SH Telephone 020 8516 7759 Email info@businesslaunchpad.org.uk Website businesslaunchpad.org.uk

YOUR VOICE MATTERS

We want you to be able to take an active part in making the decisions which will affect you as you move to independent living. There are lots of ways you will already be involved in planning for what you want to do and achieve.

As you think about your aims for the next stage of your life you may want to share experiences and help shape the way we provide services for other care experienced young people.

CLICK AND CLICK PLUS (CHILDREN LIVING IN CARE KOUNCIL)

What is provided: CLICK is a group of young people aged 13-25 who are looked after by Wandsworth Council. They represent and speak up on behalf of children looked after to make a difference, positively influence decision making and shape the services they receive. Getting involved in CLICK gives you opportunities to run projects on key issues that affect Care Leavers. You may be involved in activities such as organising events, talking to Councillors and Senior Management about how to improve services, interviewing and selecting staff who work with children looked after and care leavers and residential trips.

Telephone 020 8871 8274
Email click@wandsworth.gov.uk
Social Media @wandsworth click (Instagram)

USEFUL WEBSITES

nationalcareers.service.gov.uk icould.com notgoingtouni.co.uk careersbox.co.uk getmyfirstjob.co.uk allaboutcareers.com studential.com theuniguide.co.uk

CORAM VOICE

What is provided: Coram Voice enables and equips children and young people to hold to account the services that are responsible for their care. Coram Voice offer direct support through a free national helpline and face-to-face meetings. Specialist advocates offer expertise on more complex topics, including problems faced by care leavers, unaccompanied refugees, and those with disabilities or mental health issues.

Telephone 0808 800 5792 Email help@coramvoice.org.uk Website coramvoice.org.uk

NEW BELONGINGS PROGRAMME

What is provided: New Belongings is a partnership between Wandsworth Future First and Coram Voice which aims to improve outcomes for care leavers by involving them in the delivery of their service. This participation project includes consultation, care leaver forum and enrichment activities.

Telephone 07929 177 096
Email chiara.edwards@richmondandwandsworth.gov.uk
Website coramvoice.org.uk/forprofessionals/newbelongings

BECOME CHARITY

What is provided: Become supports young people in care and care leavers through their engagement programme and provide support and advice for foster carers, local authorities and other professionals working with young people. They also produce a range of factsheets and magazines.

15-18 White Lion Street, London N1 9PG Telephone 0800 023 2033 Email advice@becomecharity.org.uk Website becomecharity.org.uk

CITIZENS ADVICE BUREAU

What is provided: Citizens Advice Bureau provides free confidential advice and information to support people resolve their legal, financial issues and other problems.

Battersea Library, 265 Lavender Hill, SW11 1JB Telephone 0300 330 1169

Website citizensadvice.org.uk

THE GAP LGBTQ+ YOUTH CLUB

What is provided: The GAP Youth Club offers a safe, social space for LGBTQ+ young people to meet up, providing access to group activities, workshops and one-to-one support and advice.

Telephone 07884 425 408
Email gap.youthclub@hotmail.com

JUST FOR KIDS LAW

What is provided: Just For Kids Law work with and for young people to ensure their legal rights are respected and promoted, and their voices heard and valued.

Telephone 0203 174 2279
Email info@justforkidslaw.org
Website justforkidslaw.org

NATIONAL YOUTH ADVOCACY SERVICE

What is provided: NYAS is a UK charity providing sociolegal services through teams of advocates and lawyers. NYAS offers information, advice, advocacy and legal representation to children, young people and vulnerable adults throughout England and Wales.

Telephone 0151 649 8700 Email help@nyas.net. Website nyas.net

LEISURE CENTRES AND LIBRARIES

Leisure Centres in Wandsworth

Positive physical and mental health are really important. Moving our body helps to improve overall physical wellbeing, but is also linked to positive mental wellbeing. Being physically active is not just about going to the gym or taking part in sport, it can include a huge range of different activities - it's about moving more, whether that is going for a walk, cycling, yoga or dancing!

Research tells us that exercise helps improve our mental health in lots of ways including:-

- Better sleep by making you feel more tired at the end of the day
- Happier moods physical activity releases feel-good hormones that make you feel better in yourself and give you more energy
- Managing stress, anxiety or intrusive and racing thoughts doing something physical helps to reduce stress by releasing cortisol (the 'stress' hormone). Being physically active also gives your brain something to focus on and can be a positive coping strategy for difficult times.

Balham Leisure Centre

Elmfield Road, Balham, SW17 8AN Phone 020 8772 9577

Latchmere Leisure Centre

Burns Road, Battersea, SW11 5AD Phone 020 7207 8004

Putney Leisure Centre

Putney Leisure Centre, Dryburgh Road, SW15 1BL Phone 020 8785 0388

Tooting Leisure Centre

Greaves Place, Tooting, SW17 ONE Phone 020 8333 7555

Libraries in Wandsworth

Libraries are important cornerstones of a healthy community. They are a free source of knowledge and information, giving people the opportunity to find books for leisure and learning as well as a range of other resources. Many libraries offer community activities such as ESOL or reading clubs.

Balham Library

16 Ramsden Road, London, SW12 8QY

Battersea Library

265 Lavender Hill, London SW11 1JB

Battersea Park Library

309 Battersea Park Road, London SW11 4NF

Earlsfield Library

276 Magdalen Road, London SW18 3NY

Northcote Library

155e Northcote Road, London SW11 6HW

Putney Library

5-7 Disraeli Road, London SW15 2DR

Roehampton Library

2 Danebury Avenue, London

Southfields Library

300 Wimbledon Park Road, London SW19 6NL

Tooting Library

75 Mitcham Road, London SW17 9PD

Wandsworth Town Library

11 Garratt Lane, London SW18 4AQ

York Gardens Library

34 Lavender Road, London SW11 2UG

FOR MORE INFORMATION AND ADVICE PLEASE CONTACT:

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Wandsworth Virtual School
marietta.harrow@richmondandwandsworth.gov.uk

Khimarn Joseph-Vitalis

Education, Employment & Training Engagement Officer Wandsworth Virtual School K.Joseph-Vitalis@richmondandwandsworth.gov.uk

I love learning and I take part in extra classes and study club in the evenings too. I would like to get a good job in the future when my English is really good. I would like to travel the world for work.

Djibril, 17, studying on the International Group programme at 6th form Southfields Academy Sixth Form

I want to do accounting and finance at university as my goal is to become an accountant. Getting a good education and qualifications is important to me because it opens up many pathways and gives you better opportunities for the future. Education allows you to grow and develop as a person and gives you stability.

Yumna, 18, studying A level Maths, Psychology and Sociology at Chelsea Academy



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