

Warwickshire County Council SEND and Inclusion




# Supported Internships: An Easy Read Guide



# Contents

Page 1	What is a Supported Internship?
Page 3	What support will I receive?
Page 5	How will a Supported Internship help me?
Page 7	How can I apply for a Supported Internship?
Page 9	What happens at the end of the internship?
Page 11	How does a Supported Internship work?
Page 15	Where can I find out more about Supported Internships?

# What is a Supported Internship?

	<p>Supported Internships are for young people aged 16-24 years old with an Education, Health and Care Plan.</p>
	<p>A Supported Internship can:</p> <ul style="list-style-type: none"><li>• Help you get a paid job</li><li>• Get you qualifications</li><li>• Help you with maths and English</li></ul>
	<p>A Supported Internship is a study programme based in the workplace.</p>



You will do most of your learning at work and some at college.



Supported Internships last for at least 6 months and usually up to 1 year.



Supported Internships are unpaid.


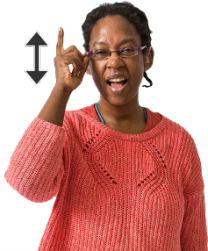




A supported Internship could be right for you if you learn best by doing tasks.

Supported Internships are all about working towards a paid job.



# What support will I receive?

<div><div>Job coach</div></div>	<p>During your internship you will have help from a specially trained job coach.</p>
<div><div>Understand</div></div>	<p><b>A job coach can:</b></p> <ul style="list-style-type: none"><li>• help you to understand tasks at work.</li></ul>
<div><div>Confident</div></div>	<ul style="list-style-type: none"><li>• Help you to feel more confident.</li></ul>
<div></div>	<ul style="list-style-type: none"><li>• Help you learn skills so you can find a paid job after your internship.</li></ul>



Your job coach can also help you to make reasonable adjustments if they are needed.

This might be specialist equipment to help you do your job, different start or finish times or finding you a quiet room.

## Access to Work



A job coach might need to ask for extra money to pay for a reasonable adjustment.

They can do this through the 'Access to Work' grant.



You may have a mentor or buddy to help you at work. They will show you how to do different tasks and you can ask them questions.

# How will a Supported Internship help me?

	<p>By doing a Supported Internship, you will learn skills to help you find a paid job.</p>
	<p>There are lots of skills you could learn. These might include:</p> <ul style="list-style-type: none"><li>• working with others</li><li>• being on time</li><li>• helping customers</li></ul>
	<p>You may do three different job roles during your internship to see what types of jobs you like best.</p>



**Confident**





**Happy**

A Supported Internship can help you to feel more confident and happier.



You will meet new people at work and at college.




# How can I apply for a Supported Internship?

	<p>Talk to your parent or carer if you think you might want to apply for a Supported Internship.</p>
	<p>You should also tell your teacher. A good time to do this would be at your annual review and when you are thinking about work or work experience.</p>
	<p>The business and college will hold an open day so you can learn about the type of work they offer and if it's something you would like.</p>
	<p>After the open day, you will be able to apply for a Supported Internship.</p>



If your application is successful, you will be invited to attend an interview, which is the last step in applying for an internship.

# What happens at the end of the internship?

	<p>You might get a paid job at the same place you did your internship.</p> <p>Or you could look for a job with a different employer.</p>
	<p>The Warwickshire Supported Employment Service might be able to help you find a paid job.</p> <p>The service helps young people and adults with autism and learning disabilities to find paid work.</p>
	<p>Find out more about The Warwickshire Supported Employment Service online at:</p> <p><a href="https://bit.ly/WSES">bit.ly/WSES</a></p>



## You can also get help from:

Prospects Careers Service

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

National Careers Service

[www.nationalcareers.service.gov.uk](http://www.nationalcareers.service.gov.uk)

Job Centre Plus

[www.gov.uk/contact-jobcentre-plus](http://www.gov.uk/contact-jobcentre-plus)

You may also be introduced to other people and services who can help you.







There will be a meeting to review your Education, Health and Care Plan.



If you find a paid job, your Education, Health and Care Plan will end.



# How does a supported internship work?

 <p>Mum</p> <p>Age 16</p> <p>Katie</p>	<p>Katie is 16 years old and in Year 11 at school. She lives with her Mum and her big sister, Holly.</p>
 <p>Supermarket</p>	<p>Katie found out about supported internships from her friend David.</p> <p>David told Katie how college sorted out his supported internship in the local supermarket. He has a paid job there now and really likes it.</p>
 <p>SCHOOL</p>	<p>Katie talked about it at her Year 10 review in school.</p>
 <p>February</p> <p>College</p>	<p>In February, Katie went with her Mum to an information session at the local college to hear all about what a Supported Internship is.</p> <p>Katie thought it sounded great and decided to apply.</p>



In March, Katie and her Mum went to a meeting with people at college to talk about the supported internship programme.

Katie had to show that she really wanted to get a job and that she would attend.

Katie's Mum had to show that she would support Katie to do this.



In June, Katie and her Mum met a **job coach** called Serena. She helped Katie think about all the things she is good at, the things she knows about and what her dreams for the future are.



Katie loves animals and has always dreamed of being a vet.

Serena helped Katie think about the things she was good at that could help her to work at a vets.



Serena and Katie talked about the things she wanted to learn about at college:

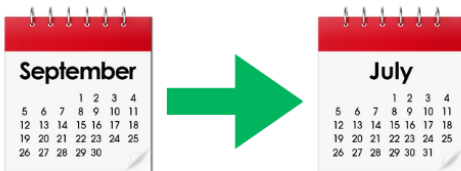
- understanding money better
- keep working on her reading
- learn to use the bus to get to her internship and to college.



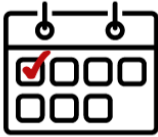
At the vets Katie will learn about different jobs. The first thing Katie wants to learn is how to hold animals when the vet gives them an injection or medicine.



She also wants to practise talking to people on the phone.



Katie's internship starts in **September** and will finish in **July**.



Katie will spend one day a week in college.



She will spend 4 days a week at her local vets. Not everyone decides to work 4 days a week, but this was right for Katie.






Katie will go to work all year, even during the college holidays. She will agree some days off work just like everyone else who works at the vets.



Serena will keep supporting Katie at the vets and in college. They will keep talking about the things that Katie needs to learn at college or at work.

They will keep working towards Katie getting a **paid job**.

# Where can I find out more about Supported Internships?

	<p>Visit Warwickshire's SEND Local Offer online:</p> <p><a href="https://bit.ly/WarksSupportedInternships">bit.ly/WarksSupportedInternships</a></p>
	<p>Talk to your school or college</p>
	<p>If you have one, you can talk to your social worker.</p>

