

What next? Post 16 choices in Oxfordshire



Guidance for young people with special educational needs, disabilities,
or those who need some extra support to move on

Updated January 2017

This guidance will tell you about;

- The range of education and training options in Oxfordshire
- Where to get information, advice and guidance to make your choices
- What happens in the year before you start
- What it is like going to college and what colleges offer
- Other opportunities for learning and working
- An explanation of the levels used in colleges



Feedback If you have ideas for making this guidance better please send them to SENDLocalOffer@Oxfordshire.gov.uk. We will use your feedback to make improvements.

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The range of choices

Young people are expected to remain in some sort of learning until they are 18. Most stay in school or college, but there are lots of other options available.

School

You could stay at school for Year 12 or you may want to apply to another school that has different courses and support for students. Have a look at school websites for information about what's offered. You can find at this link a [List of Oxfordshire Schools](#) and information about [Specialist Schools & Resource Bases](#) here.



Further Education (FE)

(Find out more about what they offer in the section 'Going to College').

The following colleges in Oxfordshire offer a range of courses:

- Abingdon and Witney College
- Activate Learning which includes the City of Oxford College and Banbury and Bicester College
- The Henley College¹.

You don't have to go to your nearest FE College. Depending on what you want to study and the college facilities you may wish to apply elsewhere. If you go further away, you may not get as much help with travel costs and you could spend a long time travelling every day.

Other FE colleges that are close to Oxfordshire include:

- Amersham & Wycombe College, Buckinghamshire
- Aylesbury College, Buckinghamshire
- Berkshire College of Agriculture, Berkshire
- Cirencester College, Gloucestershire
- Moulton College, Warwickshire
- Newbury College, Berkshire
- New College Swindon, Wiltshire

¹ The Henley College is a Sixth Form College. This means that they specialise on the 16-19 age group

- Reading College, Berkshire
- Swindon College, Wiltshire

You can find out more about the individual colleges by going to their websites.

Independent learning providers

If you want to continue learning, you don't have to go to school or college. There are independent organisations that offer entry level courses and employability training for young people who want to get a qualification or learn the skills to help find a job. There are some examples of independent providers in section 5, and you can search for courses and vacancies at <http://oxme.info/cms/opportunities>

Support to find employment

If you are over 18 you may prefer to find a job. If you are under 18 you can also get a job, but you will need to do some learning alongside this – either on an apprenticeship, or training linked to the work you are doing. There are organisations that can help you get ready for work and find a job. Some are listed in the section 'Other learning providers and support to find employment'.

Working out which route is best for you

You can get information, advice and guidance (IAG) from a number of places:

School or College

If you are starting to think about post-16 options, the best place to begin is to arrange a meeting with the Information, Advice and Guidance (IAG) or Careers Adviser in your school or college. This person will be able to offer you advice about the options available and what you need to do. They can help you to set up contacts and arrange visits for you to see what is available.

Education, Employment and Training (EET) Service

When you leave school the EET Service will be able to help. The Children and Family Centres around the county all have an EET Worker lead who can advise about career options available and help you work out which route is best for you. You can access this support by contacting your local Children and Family Centre or getting in touch the EET Team on 01865 328460 or via www.oxme.info/extrasupport.

The EET Service offers:

- 1:1 appointments and long-term mentoring with an EET worker
- Weekly job clubs and drop ins at the Children and Family Centres and other locations around Oxfordshire (dates and venues listed at www.oxme.info/jobclubs)
- Information over the phone (01865 328460) or web chat with the Opportunities Team
- Access to the National Citizen Service – a personal development programme for 16/17 year olds



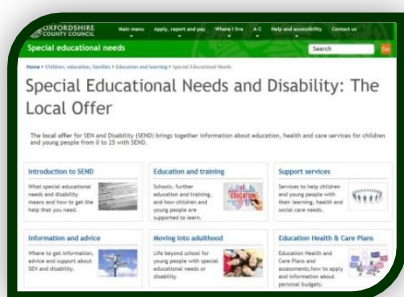
OXME

www.oxme.info is Oxfordshire County Council's website for young people. It has a huge section about education and work. This includes a live vacancy search and help with applying for jobs, courses and apprenticeships. Vacancy information is updated daily and you can subscribe to weekly email updates here <http://oxme.info/cms/>

The Family Information Directory

You can search for IAG yourself using the directory. Click [Family Information Directory](#) to take you to the site.



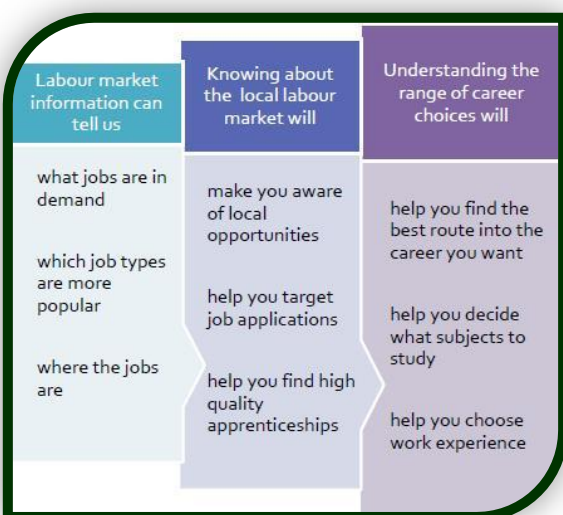
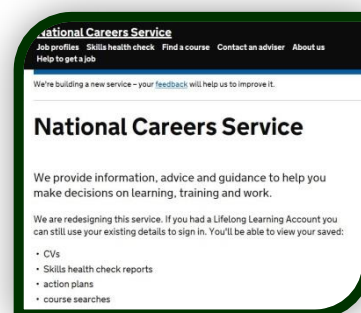


The Local Offer for SEN and Disability

The [local offer](#) pages also have information about education and training, and other things that may be useful as you move into adult hood such as home and travel.

National Careers Service (NCS)

The NCS has careers information on line. If you are over 18 it is possible to make an appointment with an NCS Adviser face to face. Click [National Careers Service](#) to find contact information.



Oxfordshire's job market

By using labour market information (LMI) you can increase your chances of getting a job by knowing what jobs are available now and will be needed in the future. Detail can be found on the [O2i/LMI](#) website.

Entry level vacancies advertised for jobs with salaries under £20,000 show that, in 2016, administration; chef; customer service; front desk; and caring skills are in high demand. The top 10 occupations during 2016 are shown in this table.

Occupation	Broad sector	Job Postings
Programmers and software development professionals	ICT	5,869
Business sales executives	Retail	2,799
Nurses	Health	2,623
Other administrative occupations n.e.c.†	Office Admin	2,076
Web design and development professionals	ICT	1,999
IT business analysts, architects and systems designers	ICT	1,849
Sales accounts and business development managers	Business services	1,830
Chefs	Recreation	1,733
IT user support technicians	ICT	1,595
Managers and proprietors in other services n.e.c. †	Cross sector	1,497

Going to college

For some young people, leaving school to go to college or any other post-16 provider can seem scary. To make it is easier, this section explains:

- Who to contact if you are thinking about going to a college in Oxfordshire
- What help is available.

It is always useful to speak to someone in college about what is available and all colleges will have 'Open Days' throughout the year. You can contact a member of staff directly and/or arrange a visit. You can also make an appointment to speak with the Information, Advice and Guidance (IAG) specialist to support you with your career decisions. All colleges have a website so that you can find out what is available.

Remember
College is often
referred to as
Further
Education or
FE

Financial information

You may be eligible to receive help with the costs of staying in education. There are different criteria you will have to meet so remember to ask about the different schemes available;

Bursary Fund supports 16 to 19 year olds and those young people who need most help overcoming financial barriers to participating in education.

Care to learn supports with the cost of childcare whilst attending a training course.

Free meals are available if the student or parents are in receipt of one of the qualifying benefits.



Independent travel

A major step towards gaining independence is the ability to travel independently. Support may be available in college or through organisations such as 'My Life My Choice'. Please ask when you visit the college if this is something you need help with.



Abingdon & Witney College



There are three main sites:

- The Abingdon campus on the Wootton Road in Abingdon
- The Witney campus on the Holloway Road in Witney
- Common Leys, a land based campus in Hailey, near Witney

To help you know what to expect when you visit there is short video, introduced by a student who recently studied at Abingdon and Witney College. Click here to watch it; [Abingdon & Witney College video](#)



Pathways

A range of provision to suit learner needs from PMLD to those needing to develop skills for employment. The majority of Pathways provision is offered at the Witney campus. Most students on Pathways courses will have an Education, Health & Care plan.

The level of support is generally less on the higher numbered Pathways, although support is offered on all programmes. Students are able to access speech and language therapy, physiotherapy and hydrotherapy if this has been assessed as needed.

Fast Forward (previously known as Future Pathways)

Fast Forward delivers a curriculum which enables young people who are working at Entry Level 3 or Level 1 to start to look at vocational options for work. Students can choose from a range of options to suit their interests and needs. They will continue to develop their functional skills, start exploring which vocational options might suit them best and continue to develop their friendship groups. Most students will gain some work experience throughout the course of the year leading to a variety of progression opportunities.

Gateway Centres

There is a Gateway Centre on both the Abingdon and Witney campuses, in Blackbird Leys and in Banbury. Gateway Centres offer learners a safe environment where they can access a structured package of learning that is tailored to their own needs, particularly if support is needed around interpersonal or social difficulties. The purpose of the Gateway Centre is to enable young people to move forward with targeted support, either into further education, training or employment.

MAP College

MAP is the MacIntyre Abingdon Partnership. It is housed in a purpose-built building. Macintyre provides an educational programme for young people with autism whose support needs cannot be met in the college. Classes are on campus as well as in the community. The programme is called 'No Limits' because it can be flexible and adapted to an individual person's needs.

Supported Internships

Supported internships are offered in partnership with Oxford Employment Service (OES) and Mencap employment service. This will mean that you will be in the workplace for up to three days per week with one day in college. The expected outcome from this route is being able to maintain a paid position in a local company. An Education and Health Care Plan (EHCP) is required to access this programme.



Where individual needs are identified the college will endeavour to meet them through a range of support strategies.

Specialist support is available in a variety of ways:

- **FEAST (Further Education Autism Specialist Team)** is an autism support team made up of specialist staff with expertise in autism and Asperger's syndrome. Students can receive support in a 'Green Room' on the Abingdon, Witney and Common Leys sites.
- Support is also available for **Visual Impairment, Hearing Impairment or Physical Disability as well as for students with specific difficulties such as dyslexia, dyspraxia or shorter term support needs.**



Abingdon

- Wednesday 8th Feb 2017
- Saturday 17th Jun 2017

Witney

- Wednesday 22nd Feb 2017
- Saturday 17th Jun 2017

Common Leys

- Wednesday 15th Mar 2017
- Saturday 10th June 2017

Aaron joined Pathway 3 as an anxious young man with little confidence. Independence and work seemed a long way off. During his time here, he has matured and grown in confidence and can now shop and use public transport independently. He has gained functional skills maths and English qualifications and taken part in a 2 week independent living experience. He is moving on by building on the skills he has learnt and preparing for the world of work through the Supported Internship programme and is hopeful his job placement will turn into a paid job.



www.abingdon-witney.ac.uk
enquiries@abingdon-witney.ac.uk
 01235 555 585

Banbury and Bicester College



City of Oxford College



These colleges are part of what is known as the Activate Learning Group
<http://www.activatelearning.ac.cuk>



Both colleges have two campuses:

- Banbury campus is on Broughton Road, Banbury
- Bicester campus is at Telford House, Telford Road, Bicester
- Oxford City Centre campus on Oxpens Road
- Blackbird Leys, a centre for construction & new technologies

Click here to watch a short [City of Oxford College video](#) to see what to expect at the College.



Each college offers a range of **Foundation Learning programmes**, so it is best to make an appointment to talk with an Information, Advice and Guidance (IAG) specialist first. Students are taught in small groups with learning support available which can be 1-2-1 if required.

Supported Foundation Pathway

The Supported Foundation Pathway is aimed at students who are working at pre-entry level through to entry level 2 and 3. The programmes develop amongst other things skills for living, independent skills, personal care, travel training, cookery skills, social development, working with others and work preparation. The course also embeds the learning of English and mathematics skills.

Students may progress from these programmes onto the Foundation Pathway, supported employment, supported internships or learning companies.

Foundation Pathway

The Foundation Pathway is aimed at students who are working at entry level 3 through to level 1 and above. These programmes are designed to engage the student in learning, build their confidence and focus on vocational options such as motor vehicle, construction, health & social

care, IT, media, catering and public services. The programmes deliver English and mathematics qualifications, including GCSE resits.

Progression opportunities include further education at college, traineeships, apprenticeships or employment.

Supported Internships

Supported internships are offered in partnership with Oxford Employment Service (OES) and Mencap employment service. This will mean that you will be in the workplace for up to three days per week with one day in college. The expected outcome from this route is being able to maintain a paid position in a local company. An Education and Health Care Plan (EHCP) is required to access this programme.

Both the City of Oxford College and Banbury and Bicester College welcome applications from students with support needs. A broad range of support mechanisms are available and reasonable adjustments may be made to meet individual needs.



Some examples of the support on offer are:

- advice and information on disability support and reasonable adjustments at the college individual support plans
- access arrangements in exams
- specialist equipment
- support workers e.g. note-takers, communication support workers for deaf students, mentors
- liaison with academic department staff

If you feel you would benefit from such support please contact us to discuss.



Banbury & Bicester College

- Wednesday 8th Feb 2017
- Saturday 11th March 2017
- Wednesday 10th May 2017

City of Oxford College

- Wednesday 22nd Feb 2017
- Saturday 18th March 2017
- Wednesday 17th May 2017

Like many young people, Lucy left her local school at sixteen with few qualifications and little experience of the world of work. She was keen to learn new skills and gain experience that would help her realise her potential. Lucy joined Banbury College, part of Activate Learning, in 2014. She initially completed two New Direction programmes between 2014 and 2016. These programmes helped boost her confidence and improve her English and mathematics skills. During her time at college, Lucy has been making the most of the opportunities available to her. She gained a work experience placement in a childcare setting which was a great experience and really helped to improve her confidence



about her chosen career pathway. Lucy left college in 2016 after completing her Level 1 in Health and Social Care and was offered a paid apprenticeship at Level 2. Lucy also achieved GCSE in English and mathematics along with improving her personal and social development.

Lucy said: 'Studying at Banbury College has changed my life for the better. I would not be where I am now without the support and guidance I was given. I feel I can achieve now and will continue to work hard'



www.banbury-bicester.ac.uk 0808 1686 626

www.cityofoxford.ac.uk 01865 550550

The Henley College



Henley College is situated in the centre of Henley in Deanfield Avenue and at the top of Paradise Road.



Click on the link to watch a short video showing you what [The Henley College](#) is like.



Pathways

A range of provision tailored to the needs of the student. It offers the opportunity to experience a varied programme within the context of a Sixth Form College. The course encourages students to mature and be as independent as possible. Subject areas may include:

- Preparation for work
- Communication
- Literacy
- Numeracy
- Information Technology
- Sensory programme
- Employability skills
- Personal skills
- Creative, leisure & physical activities, including physiotherapy (when assessed and appropriate)

Pathways Plus

This is a similar course for students over the age of 19 who would like to continue their education and training.

The Henley College also offers the following Foundation courses for those students needing to improve on GCSE results.

Foundation Programme - 'Bridge'

This is a full time, one year course for students who are already working at Entry Level 2 and above. The course offers students the opportunity to gain Functional Skills qualifications in Mathematics, English and IT along with a History qualification and a Diploma in Employability.

A progression route is open to all students who may pass through Entry Levels 2 and 3 and Levels 1 and 2. Enrichment activities and a possible work placement experience are also included within the course. Classes are small and benefit from learning assistant support. Students may progress to further courses or into employment.

Foundation Programme - 'Fedex'

This is a full time, one year course for students who are currently working at Entry Level 3 and above. Students have the opportunity to gain qualifications in Functional Skills in Mathematics, English and ICT along with a History qualification and a Diploma in Employability Skills which includes a work placement in the second term.

A progression route is open to all students who may pass through Entry Level 3, Level 1 and Level 2. Classes are small and benefit from learning assistant support. Students may progress to further courses, traineeships or employment.



Different types of support are offered by the College to meet individual student requirements, including study support and specialist one-to-one support.

All students at The Henley College can request one-to-one learning. We have a team of specialist tutors who can guide students through their studies.

Whatever your disability, contact the 'Upgrade Study Support' department where your needs can be discussed and assessed before an offer of specialist help can be made to ensure you're your disability does not prevent you from learning. The type of support includes IT support, advice and the provision of special equipment or visual aids.

Please contact [Jan Nicholls](#) (SENCO/Upgrade Manager) if you would like to discuss the support arrangements available.



- Saturday 4th Feb 2017 9am – 1pm
- Thursday 30th Mar 2017 6pm – 8:30pm
- Saturday 6th May 2017 9am – 1pm

Georgia is on the Pathways course and this is what she said about it. "I love coming to college. I like learning about computers and using them. I like learning how to cook my own lunch and I like art because I am good at art. In the future I would like to continue to live at home but want to do some supported work. The staff are friendly to me and my tutor is lovely."



Melissa began the Bridge course with a history of poor attendance and lacked confidence. She struggled with class activities and discussions and she was very nervous, sometimes preferring not to turn up for lessons. With help from her mother, teachers and support staff she was encouraged and discovered that trying the work, making mistakes and learning from them was

more enjoyable than not doing anything. She began to enjoy lessons, getting involved in discussions, volunteering answers to questions, laughing and smiling. Melissa was very dependent on learning support and had not experienced everyday things like travelling out of the town but work experience arranged by the college helped develop her personal, social and employability skills. Melissa achieved Maths, ICT, and English qualifications and decided to stay on at college the following year to continue increasing her confidence and developing the skills required to move on from the College.



www.henleycol.ac.uk
info@henleycol.ac.uk
01491 579988

Other learning providers and support to find employment

There are a number of independent learning providers that offer a range of training programmes, work experience, advice and guidance, and support to find employment. The table below lists those particularly good at supporting people with special educational needs, disabilities or those who just need support to move on.

The range of provision available is always changing so for an up to date list of providers in Oxfordshire you can access a Training Directory from [Training Directory](#) or search for live opportunities at www.oxme.info/opportunities



There is specific information about organisations in Oxfordshire which offer foundation learning, pre-apprenticeship training, work ready programmes, traineeships, placements and lots more. This can be found in the Directory of [Entry Level Programmes, Short Courses & Traineeships](#)

The following table contains some information on a number of organisations in Oxfordshire you may find useful. Contact them to discuss how they can help you progress.

Name of provider, website, email and phone number	Description of services
A.C.E Training www.acetraining.co.uk info@acetraining.co.uk 01865 370040	Apprenticeship and pre-Apprenticeship training in Brickwork, Bench Joinery, Groundworks and Site Carpentry as well as introductory courses, CSCS and OSAT training.
Active Education & Training Ltd www.activeed-training.co.uk apps@activeed-training.co.uk 01865 594 325	Apprenticeships in child care, play work, activity leadership, sports development and customer service.

Aspire www.aspireoxford.co.uk info@aspireoxford.co.uk 01865 204450	Aspire provides employment & skills support to its trainees to prepare them for work. This includes access to basic employment development such as CV building, to the hands-on, practical employability skills of managing the daily work routine, through to real work experience on social enterprises. Work placements in grounds and landscape maintenance, property services, such as painting, decorating and cleaning, furniture restoration and textile recycling and apprenticeships in IT.
EET Service www.oxme.info/extrasupport opportunities@oxfordshire.gov.uk 08165 328460	Offers 1:1 advice and guidance for young people who are not in education or employment, along with support to access personal development opportunities and progress into work or training. This can be accessed through the Children and Family Centres.
EMBS Community College www.embs.org.uk info@embs.org.uk 01865 776041 01295 269999	In both Banbury and Oxford EMBS offers young people the opportunity to gain entry level qualifications and GCSEs which they may have missed whilst at school. Also offers routes in to higher education and employment. Help and support is given for CV writing, careers guidance and applying for jobs.
FarmAbility http://farminspirationtrust.org/farmability/ jp@farm-ability.org.uk 01865 245604	FarmAbility is an outdoor, farm-based programme of animal husbandry, horticulture and seasonal tasks for adults with autism and learning difficulties. The programme provides access to meaningful activities designed to improve a person's well-being and independence to enable them to participate more actively in their communities.
Headway www.headwayoxford.org.uk admin@headway-oxford.org.uk 01865 326263 07775 022682	This charity works with people after brain injuries. They also offer vocational support services such as advice and guidance for employment, training and education opportunities, and support with re-engagement with work.
HIT Training www.hittraining.co.uk/careers 0800 093 5292 01869 351404	Apprenticeships and traineeships in chef, bar and beverage services, waiting and food service, housekeeping, cleaning and support services, reception, kitchen services, customer services, team leading, business administration, health and social care.
Mencap Lifestyles and Work www.mencap.org.uk 01865 849646	Royal Mencap provides education, employment and lifestyle support to people with a learning disability. In Oxfordshire, Royal Mencap works in partnership with Kennedy Scott to deliver OxForward, a programme that supports people with a disability to find and sustain employment and access wellbeing activities. They also work in conjunction with Oxfordshire Employment Service and the FE Colleges to deliver a supported internship programme for young people in their last year of college.
Oxfordshire Employment Service www.oxfordshire.gov.uk/cms/content/oxfordshire-employment-service 01865 815809	OES provides support for people with long term health issues or a disability to find or keep paid employment. The employment advisers offer information, advice and guidance on finding employment, help and support to keep working, information on employment related benefits and links with local employers. They also work in conjunction with Mencap and the FE Colleges to deliver a supported internship programme for young people in their last year of college.

OxForward www.kennedyscott.co.uk/oxforward.html oxforward@kennedyscott.co.uk 01304 201213	OxForward is a Wellbeing and Employment Support service for adults living in Oxfordshire. The programme is tailored to personal needs, so that you can reach your potential, improve your wellbeing and live an independent life. Whether you want to join a sports team, make new friends, become a volunteer or find a job, they can help. The programme is run by Kennedy Scott and Mencap.
Restore www.restore.org.uk information@restore.org.uk 01865 455839	Restore is a charity that supports people with mental health issues in Oxfordshire to recover and get work. Restore provides a range of mental health support services including employment coaching, recovery groups and training.
Ruskin College www.ruskin.ac.uk 01865 759600	Ruskin College provides programmes at all levels to adults, particularly those who may be excluded or disadvantaged, with few or no qualifications. Many different education and inclusion opportunities are offered, along with significant support and advice to overcome barriers, to enable you to achieve your ambitions.
SOFEA www.sofea.uk.com info@sofea.uk..com 01235 510774 0784 348 6216	SOFEA offers an alternative to college or school. Skills that employers want will be developed in a flexible environment with high levels of support, alongside opportunities to gain real work experience, prepare for work and gain qualifications.
Synolos http://synolos.co.uk info@synolotraining.co.uk 01993 866 615	Synolos offer accredited training courses and non-accredited programmes that meet different needs and interests. All courses are designed to help individuals get closer to employment, self-employment, voluntary work or an improved lifestyle. At Synolos we offer a supportive environment that is tailored to the needs of individual and one the helps individuals move forward in their lives.
Yellow Submarine www.yellowsubmarine.org.uk 01865 236119	Yellow Submarine is a charity that offers people the opportunity to work and learn. Through their Enterprise Academy in Oxford and café in Witney supported work experience opportunities are available in catering, deliveries, office paper recycling, printing services and gift making. An apprenticeship scheme is run in collaboration with Abingdon & Witney College.

Appendix 1: Description of levels

Foundation Learning or entry level courses can also be called 'Supported Learning' in colleges. A post-16 framework is used in education and employment to help compare the size, level of difficulty and content of different qualifications.

Level	Qualification examples	
Entry (levels 1-3)	Award/Certificate/Diploma Entry Level English for speakers of other languages (ESOL)	Essential Skills Functional Skills (English, maths, ICT) Skills for Life
1	Award/Certificate/Diploma Level 1 ESOL Essential Skills	Functional Skills GCSEs (grades D-G) NVQ Level 1
2	Award/Certificate/Diploma Level 2 ESOL Essential Skills NVQ Level 2 Functional Skills	GCSEs (grades A*-C) Intermediate Apprenticeship Level 2 National Certificate/Diploma
3	Award/Certificate/Diploma Level 3 A Levels (grades A-E)/AS Levels Access to HE diploma Advanced Apprenticeship Applied general	ESOL International Baccalaureate Diploma Level 3 National Certificate/Diploma NVQ Level 3 Tech level
4	Award/Certificate/Diploma Level 4 Certificate of Higher Education (CertHE) Higher Apprenticeship	Higher National Certificate (HNC) NVQ Level 4
5	Award/Certificate/Diploma Level 5 Diploma of Higher Education (DipHE) Foundation Degree	Higher National Diploma (HND) NVQ Level 5

Appendix 2: Timeline

