

Employability for Under 16s Summer Holiday Internship

EMPLOYABILITY FOR UNDER 16'S SUMMER HOLIDAY INTERNSHIP – NORTH & NORTH EAST AREAS, SOUTH AREA

Quarter 1 Report, April – June 2016

PART A

i) Key milestones achieved

During the first 3 months of this 20 month programme the focus has been on the preparation phase of the programme.

We have:

- Met with the Area Managers to agree communication and reporting requirements; attended further contract management meetings;
- Met with leadership teams in schools to explain the programme, agree communication and access to Year 10 students;
- Recruited and briefed the full C&K Careers staff team – co-ordinator, careers advisers, employer liaison officers and student volunteers;
- Developed promotional materials to use with employers;
- Contacted some key employers that are able to offer multiple placements. We are awaiting individual student requests before we undertake the bulk of the engagement;
- Integrated and booked Underbank Activity Centre to deliver a day of team building activities during the workshop week.
- Planned the workshop programme, developing resources further based on feedback from 2015 participants

ii) Activity/intervention targets achieved

The activities to be delivered during the 20 month programme are as follows:

- develop an offer for young people from employers (sourcing 135 placements). These placements should be sourced taking into account the needs and aspirations of each young person and prepare the provider for this specialist programme

- ensure risk assessments are carried out for the placements
- working with the schools to advertise the opportunity to local young people
- working with the schools to recruit young people to the programme, ensuring the targets are achieved
- provide an induction opportunity prior to commencing the two week programme
- produce an individual plan for young people and carry out preliminary preparation, reviews whilst the young people are on placement
- visit each young person during their placement week
- develop a five year plan for each young person that will help them to secure employment in the future
- provide an evaluation of the programme and report on its impact

Quarter 1 achievement is outlined below.

Area Council	North	North East	South	TOTAL
Target for students engaged	90		45	135
Total engaged to June	64		14	78
Initial Interviews complete and Action Plans started	43		11	54
Placement Application forms received	63		14	77
Engaging Placement Providers	20 businesses engaged, 31 placements available			

iii) Social Value Indicators

The social value indicators identified in the specification have thus far been addressed in the following ways

- **Recruitment and deployment of volunteers where appropriate.**
Two student ambassadors have been employed to work alongside Careers Advisers delivering the summer workshops, all are from the University of Huddersfield. We are currently in the process of recruiting an additional two student ambassadors.
- **Establish good working relationships within the local business community**
We are using the network of employers built up from the previous two years to source work placements for this years students. All employers previously involved have been sent a thank you letter and the opportunity to take another student this year.

We are working with Skills For Care Health Ambassadors (Barnsley, Doncaster, Rotherham and Sheffield) Locality Manager to involve and expand our network of Care employers within the area and encourage participation in the project.

- **Contributing to improved employment prospects for young people by engaging the local business community in this project**

In addition to using our existing network of employers in the region we have engaged the local business community by using a variety of marketing and promotional materials to inform local employers.

We have also met with NPS who have offered 8 placements (4 fewer placements than they could offer last year) across 2 different areas construction and surveying.

The links established with Enterprising Barnsley and Mid Yorkshire Chamber of Commerce, have allowed us to raise awareness and promote the Internships programme. Employers linked with Enterprising Barnsley have been sent information about the programme and one employer, Cranswick Convenience Foods in Wombwell, came forward straight away wanting to be involved.

Ardagh Glass in Monk Bretton have also volunteered to support the programme, they are willing to offer a range of opportunities to students (Mechanical Engineering, Electrical, Admin and HR).

Allied Healthcare found out about the project through our Skills For Care link, and are hoping to get involved and offer a work placement at their new premises in Goldthorpe.

- **Contribution to the development of strong local networks**

We have established contact with the Barnsley Apprenticeship Hub, however, their funding stopped in March 2016 so they were unable to support us this year. We are now working with Enterprising Barnsley to reach their network of local employers (see above).

- **The promotion of community and individual self-help and the growth of resilience**

Not yet addressed in Quarter 1

- **Enable young people to take personal responsibility for their own career development and future employability**

Not yet addressed in Quarter 1

- **Local spend**

The Core, in central Barnsley, has been booked for all workshops sessions for 2 weeks in the summer holidays. We are also hiring ICT equipment from them.

Celebration events will be booked in local venues (Shaw Lane and probably the Rockingham Centre), local caterers and party suppliers will be used.

We have also booked Underbank Activity Centre in Stocksbridge, Sheffield.

- **The provider will ensure that all persons employed to deliver the contract are paid a 'living wage'.**

All staff working on the contract, both from C&K Careers and the Student Ambassadors, are paid at rates above the Living Wage

- iv) **Outcome/outcome indicator targets**

Not yet addressed in Quarter 1

Part B- Narrative

Key Milestones

The programme is progressing well. All the milestones in place to set up the programme have been achieved.

Activity/Intervention Targets

Schools

The main activity taking place at this point in the programme is engagement with schools and the recruitment and interviewing of individual students. This has proved far easier in some schools than in others.

North/North East area

- **Carlton ALC**

Carlton engaged well and the school are very positive about the internships programme. We have delivered a full Y10 assembly, and initially 10 students have applied. School have another 15 students who said they want to be involved and school are chasing them up. All 10 students were due to be interviewed in school but we were only able to see 6 students.

- **Darton College**

Darton College have engaged well with the programme from the start. An assembly was done in school to the whole of Y10. Students have signed up quickly and schools have provided information quickly and efficiently. 22 Students have signed up for the programme and all these students have had a Careers interview in school.

- **Holy Trinity**

The internships have proved popular amongst Holy Trinity students. 16 students signed up quickly for places and all these students have been interviewed in school. Many of the students who have signed up from Holy Trinity are high achieving academic students, many interested in healthcare and legal professions. Lack of placements in these areas (due to the local hospital not offering placements, limited legal placements, client/patient confidentiality) is going to be our biggest challenge in meeting the needs of these students. Work to address this will include additional / targeted employer engagement and looking at what else we can offer these students (eg through careers guidance, other opportunities and experiences locally).

- **Horizon Community College**

Horizon decided not to be involved in the project again this year. This was primarily because their students all go out on work experience and this is scheduled for the summer term. School felt this programme would duplicate what they already offer all their students. It was pointed out that students would also benefit from doing the employability training and would get the opportunity to gain additional experience but the school decided not to take up the offer this year.

- **Shafton ALC**

Shafton were keen to be involved in the internships programme again, and after an initial Y10 assembly, 17 students were quick to sign up, and school have a list of names of additional students who are interested in signing up. None of the students who have signed up have been interviewed for the programme. Last year the Senior Leadership in school did not allow any Y10 students off timetable to be interviewed, so we arranged an

after school session for the students. This year school advised we could see students during the school day but not until after exams had finished (1 July).

- **Overall**

At present we are undersubscribed in North/North East schools, we have recruited 64 students for 90 available places. The 2 schools where recruitment is particularly down (Carlton and Shafton) both have lists of students who are interested and are being chased up. When we have these applications in we will have met the target.

South Area

- **Kirk Balk**

In Kirk Balk we encountered initial and prolonged difficulties in establishing contact with a lead person responsible for the programme. This meant that the initial meeting did not happen until a month later than in the other schools. At the meeting Kirk Balk said they wanted to promote the programme themselves internally, turning down our offer to do an assembly. The lead contact then changed and a new person took on lead responsibility. At this stage, communication did become much better however, by the time the students were made aware of the programme they were around 2 months behind where the other schools were at. At the moment time Kirk Balk have recruited 3 Y10 students to the programme, with further interest from around 6 more.

Charlotte Agnew, the local Youth Worker came forward in early June and has some Kirk Balk Y11 students she is working with who are keen to go on the programme. These students are at high risk of becoming NEET in September and may benefit from attending the programme. Kirk Balk are happy for these students to use some of their allocation of Y10 placements to attend the internships programme. At present Charlotte has managed to recruit an additional 2 students (1 from Y10 and 1 from Y11), these students have not been recorded on the overall statistics as we have not yet received their application forms. Some of the Y11s initially interested are unable to commit to the programme as they have paid employment over the summer that they are unwilling to give up.

School is using year group assemblies to raise awareness of the opportunity and keep it high profile, we are also going to promote the opportunity to parents. School have said that they are now starting to see an interest from students and giving out application forms.

- **Netherwood**

Netherwood were quick to engage and were initially very confident about filling their allocated places (22). We did a Year 10 assembly for them, but only 10 students applied for the programme. All 10 of these students have been interviewed in school. We are continuing to work with the lead contact in school to encourage take up from other students.

We have contacted parents direct using a variety of media to ensure they are aware of the opportunity and hope this will help generate more student interest in the programme. This has generated an initial interest so far from another 3 students.

- Overall

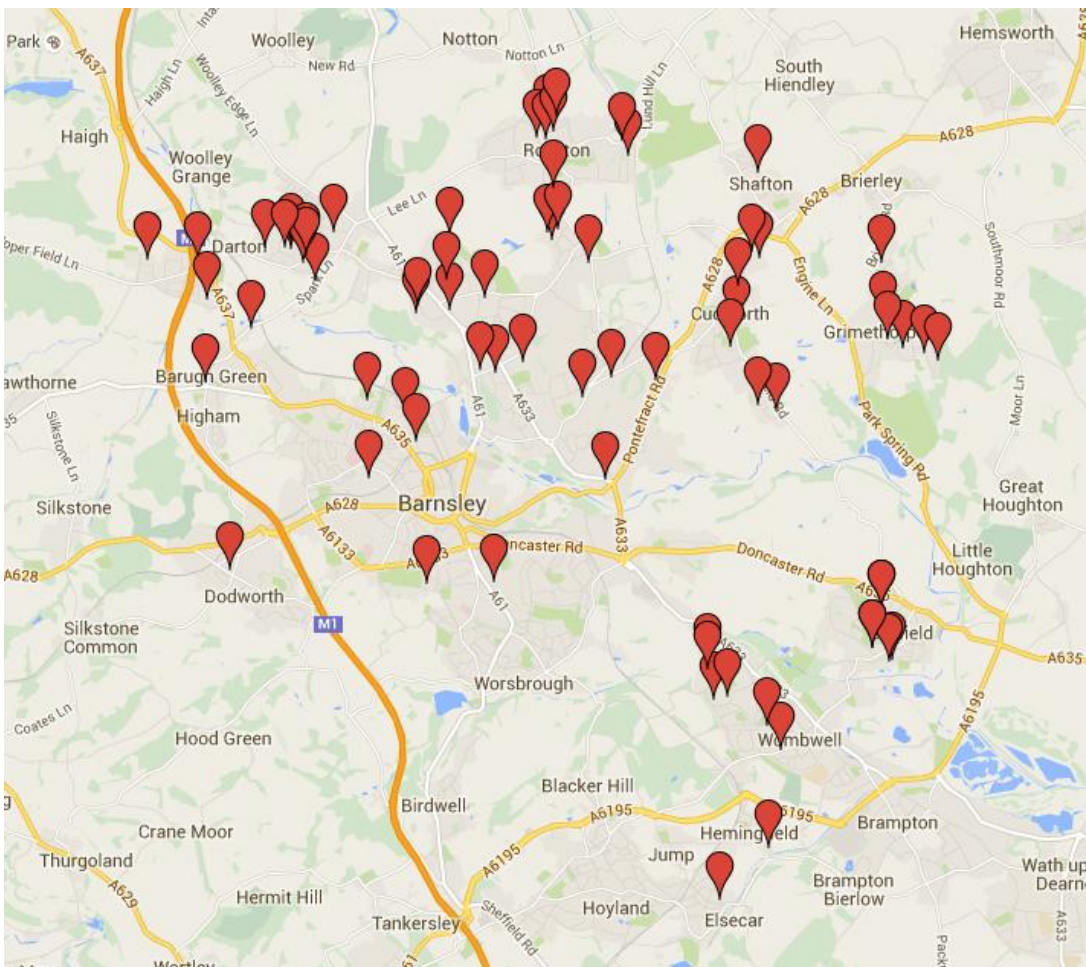
Recruitment continues to be a challenge in the south area. We are significantly undersubscribed at this stage having recruited 14 out of 45. Both schools are now doing what they can to promote the programme in school and supporting us with looking at other ways.

A target search for students (who school felt would benefit from the programme) happened in Netherwood, however, lots of the students had said they were interested but unable to commit to the dates due to holidays. In Kirk Balk, Charlotte Agnew found that many of her students already had paid work lined up for the summer holidays, so couldn't commit.

Holy Trinity School also had a small allocation of placements for students in the South Area and we have managed to recruit 1 student from Wombwell, however, the vast majority of their students don't live in this area.

As previously mentioned we have targeted parents at both schools and are hoping this will generate further interest.

Fig 1: Locations of students engaged



Employer Engagement

Employer Liaison Officers have been following up leads and cold calling employers to generate potential placements. These will be confirmed as application forms from the students come in. Placements will also be sought to meet specific demand. Once students are placed Health and Safety visits will take place.

- Barnsley Hospital

Unfortunately Barnsley Hospital are unable to offer any work placements this summer. The contact there explained that since the Saville Enquiry they have had to put a temporary freeze on placements and are reviewing all policies involving under 18's at the hospital.

Part C – Case studies

As yet, it is too soon to put together case studies for the 2016 cohort.

Part D – Any other issues, including health & safety/safeguarding, risks etc.

No other issues identified this quarter.

Joel Robinson
Project Co-ordinator
C&K Careers

Katren North
Head of Business Development
C&K Careers

June 2016

