

Brighton & Hove Work & Skills plan for people with learning disabilities May 2012 update



- We want all people with learning disabilities to have the opportunity to work and have a career
- We want lots more people to work full time
- We want all people with learning disabilities to be full members of society and to make a contribution
- We want people with learning disabilities to know that they are better off in work and to not be put off working because of worries about the benefits system

To make this happen we think there needs to be some changes in Brighton & Hove.

There are 5 big issues:

1. Lots of people do not think that people with a learning disability can work or should work
2. Information about work is hard to get and understand
3. Services and money should be used to help more people get a job
4. Employers should give people with learning disabilities a chance
5. We need to know how well we are doing in helping people work

Lots of people in Brighton & Hove need to be involved in this work and be responsible for making sure we get what we want:

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|-------------------------------------|------------------------|---------------------------------------------|
| - People with learning disabilities | - Employers | - Social Work Teams |
| - Family carers | - Jobcentre Plus | - Service commissioners |
| - Schools and colleges | - Service Providers | - The Learning Disability Partnership Board |
| - Youth Employability Service | - Health professionals | |
| | - Advocacy groups | |

This is our plan

1. Lots of people do not think that people with a learning disability can work or should work

Make sure that questions about jobs are included in reviews, planning meetings and transition plans:

St John's makes sure that questions about supported/voluntary employment are included in annual review, planning meetings, and Transition reviews

The Supported Employment Team has one desk in the same office as the CLDT reviewing team. We make sure to talk to reviewing staff about their peoples' work aspirations and realistic expectations regarding work. Employment Officers sometimes attend review meetings and have input into support plans.

Day Options has a Person Centred Planning Link Team who supports services users to talk about their employment aspirations with their families and at their reviews.

Grace Eyre ensures that individuals have the opportunity to discuss and plan next steps in relation to employment; aspirations, goals, placements and relevant learning activities at review and in other meetings. Our PCP and employment co-ordinator liaise with key workers to ensure that information is shared and actions are followed up on.

Person Centred Plan feedback report:

The Person Centre Approaches sub group collects Person Centred Plan feedback forms from provider services and then write a report each year. One of the sections is about work and what people's plans are regarding work.

Support people to get work experience and voluntary work:

The Supported Employment Team support all our clients to do work experience or voluntary work if appropriate and also has a very successful supported voluntary work scheme that supports users of other support services to find voluntary work and work experience.

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St Johns makes sure their students are getting work experience or voluntary employment opportunities with work related learning as part of their education

Day Options has 6 work projects that enable service users to do voluntary work and work experience. Two of these projects are creating links for outside placements – Papermates have linked with a charity called Concordia and the Allotments group have linked with a garden centre.

Day Options also supports individuals to get to and/or attend voluntary work and pays one person to do the shredding in one of the service bases.

Day Options has provided opportunities for people to gain accreditation in working skills for life at entry level 2 as well as a food hygiene certificate to help gain voluntary/work experience.

Grace Eyre offer a Work and Skills pathway which is made up of sessions that support progression to work experience, voluntary work and paid work. Our employment co-ordinator delivers sessions aimed at individuals who are interested in finding out about the world of work as well as sourcing placements and delivering sessions aimed to support the continued development of individuals who are already undertaking work experience and voluntary opportunities. Adults with learning disabilities are offered paid employment within the organisation and receive training and supervision.

Brighton & Hove City College include a work experience element in their vocational course for people with learning disabilities

Help young people move from education into work

The Supported Employment Team regularly does presentations and visits to colleges and schools, including St Johns and City College, and also participates in transition fairs and events. We do this to encourage young people to think about moving into work and to make them aware of support that is available to them after they finish school.

St Johns help their students move from education into voluntary/supported employment with more able learners

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moving into apprenticeships and paid work

Grace Eyre's employment co-ordinator matches referrals to available placements and sources new placements for individuals with specific interests. Grace Eyre liaises with and supports local businesses to offer meaningful voluntary/supported employment opportunities. Individuals who are seeking paid work are supported to create accessible CVs and can be supported at interview.

Make good use of Jobcentre Plus services:

St John's took their moving on group and leavers to Jobcentre Plus for a tour and introduction to Jobcentre services

The Supported Employment Manager met with the Jobcentre disability employment advisors to make sure we are helping each other in our work with clients. We regularly get referrals from the Jobcentre.

Day Options 'Job Club' visited Jobcentre plus for a tour and an introduction to Jobcentre services.

Grace Eyre supports individuals who are looking for paid work to find out about and apply for vacancies through jobcentre plus. Next Step IAG and training has been accessed.

Make sure staff working with people with learning disabilities know about work

St Johns makes sure their staff working with people with learning disabilities have opportunities to be part of work related learnings.

The Supported Employment Team provide training for staff and PAs about the job coach role and also works with staff from other organisations to help them support their clients into voluntary work

In addition to staff champions who can offer guidance to colleagues on job coaching and employment in general, Grace Eyre staff are briefed on updates and developments and are encouraged to access training courses.

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Make sure that travel is talked about in reviews and plans

The Supported Employment Team makes sure to discuss travel, and getting to work, during every planning, advice or review meeting with clients.

St Johns makes sure that travel training and working towards independent travel is talked about in reviews and plans.

Day Options Person Centred Planning Link Team support service users to talk about how they want to travel with their families and at their reviews.

Grace Eyre provides travel training courses and travel buddies. Independent and supported travel is encouraged and supported. Goals around travel are talked about in reviews and plans.

Make sure services that help people get work are accessible for people with learning disabilities

The Supported Employment Manager met with the Jobcentre disability employment advisors to make sure we are helping each other in our work with clients.

The Supported Employment Team works in partnership with other employment service providers whenever we have shared clients.

Grace Eyre is developing an accessible application form that will be used by all prospective employees. Grace Eyre works with local employers to support and promote access to employment.

Make sure people with learning disabilities can access a wide range of jobs

The Supported Employment Team is the only provider in Brighton & Hove accredited to provide Supported Permitted Work – which means our clients can earn up to £97 per week without losing their benefits.

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The Supported Employment Team engages with employers all over the city to develop new work opportunities for our clients and for people who use other support services. The Supported Employment Team, in partnership with Grace Eyre, is producing an information pack for employers to help them hire people with learning disabilities.

Grace Eyre support individuals to find and apply for varied work depending on their individual skills and interests.

2. Information about work is hard to get and understand

We want people with learning disabilities and their carers to understand about benefits and work and to know what is meant by work, including volunteering and to know what they need to do to help them get work or voluntary work as a path to paid work.

Make sure people have the right information about benefits and work and make sure people know where to go to get help with getting work or voluntary work as a path to paid work

St Johns makes sure people have the right information about benefits and work through the moving on group as part of transitions.

St Johns makes sure their moving on group know where to go to get help with getting work or voluntary work as a path to paid work or apprenticeships.

The Supported Employment team do initial advice and screening meetings with all people who are referred to the team. We make sure to give advice about other services that might be helpful to the person. We also give advice about things they might try for themselves.

The Supported Employment team give basic benefits advice to all clients, including those we meet for an advice and screening visit. When people contact us with questions about benefits that we can not answer we direct them to the council's Welfare Rights Team who are very good at giving advice about benefits.

Day Options makes sure that people who attend Job Club or work projects have the right information about work

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and benefits. Day Options supports people to refer them to the Supported Employment Team.

Grace Eyre support individuals to have a clear understanding of work and benefits, members of the team are able to offer guidance on basic benefits and employment. We liaise with other services and involve individuals in this process.

The Work & Skills group are going to take a look at the Work & Skills page on the brightpart website to make better use of it for giving people information

3. Services and money should be used to help more people get a job

We want all people with learning disabilities to have the opportunity to have a go at work and we want all services to know how they can support people with learning disabilities to move into work

Encourage people with learning disabilities to be volunteers

The Supported Employment Team has merged with the highly successful Voluntary Work Project and that has increased the voluntary opportunities for clients of the Supported Employment Team. This project supports all providers of support services to increase the voluntary work opportunities for their service users.

Day Options has dedicated resources to supporting volunteer opportunities for service users. One part of this is a partnership arrangement with the Supported Employment Team (previously the Voluntary Work Project). This project, referred to as 'Access to Work' is one of the activity choices offered as part of the Choices Event each year.

Grace Eyre supports a wide range of volunteer opportunities for service users, including supported volunteer work within the Grace Eyre services and also with local employers such as the Police.

Set up work projects that give people the chance to get experience of work and experience of having their contribution valued and rewarded

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St Johns has internal work related learning opportunities and two external enterprise opportunities as a café and print shop.

Day Options has:

- Our Art Collective - who experience exhibiting and selling their art work
- Feast – a catering group who run an in house café,
- Papermates - who volunteer to do mail outs for charities
- A group who volunteer to do gardening for the Neighbourhood Care Scheme.
- Other projects such as recycling are set up as work to give people the opportunity to do a job as part of a team

Grace Eyre offers and supports internal and external work experience opportunities. Individuals have also benefitted from European funded exchange trips where groups have travelled to France and gained experience in catering and horticulture

Provide training for staff and for Personal Assistants about the job coach role

The Supported Employment Team have begun to provide training for staff and PAs about the job coach role

Support people to keep a record of things they have achieved so they can write a CV

St Johns support people to keep a record of things they have achieved in BTEC work skills and business administration, OCR world of work so the students can write a CV

Day Options supports those who want to work/attend job club to keep a record of their achievements.

Grace Eyre support individuals to create accessible CVs that show skills and support requirements. This model

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was developed in partnership with CFBT. We encourage employers and placements to accept accessible CVs. Grace Eyre's PCP co-ordinator supports individuals to record employment goals and consider steps/actions that support individual goals ensuring that these take place within a realistic timescale

The Supported Employment Team are planning to purchase a database that will enable the team to better track the achievements and skills of our clients and also of people who use the Day Options service.

Include support with work in planning services for people with learning disabilities

Include work experience or voluntary/supported employment as part of every vocational course

St Johns include work experience or voluntary/supported employment as part of every vocational course if possible.

Brighton & Hove City College include a work experience element in their vocational course for people with learning disabilities

4. Employers should give people with learning disabilities a chance

Talk to big employers about their recruitment processes and how to make them accessible

St Johns visit employers and make them more aware of the skills and needs of our learners.

The Supported Employment Team have an employer engagement strategy which includes an information pack for employers and also includes surveys of employers and meetings with employers. This strategy has already created many new work placements for people with learning disabilities and autism.

Grace Eyre's employment team promote the use of accessible CVs and also work with existing and new employers to offer guidance on recruitment processes.

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Ask the council and the health services to be good employers of people with learning disabilities

- The Employers Aware project has contacted 74 public sector organisations and will be offering them copies of our employers information pack. Many of these public sector employers have had meetings with our Employer Engagement workers.
- The Supported Employment Team is working with the council's HR department to make it easier for people to get onto the council's domiciliary team who do the cleaning in care homes.
- The council has a supported business, Able & Willing, and the council's HR department are working with the business to develop an accessible recruitment process. The Supported Employment Team are working with the business to develop accessible personnel processes.

Set up more work projects with local employers to give people the chance to get experience of work

- The Supported Employment Team have set up work and training opportunities in partnership with employers such as the Royal Sussex County Hospital, Holmbush shopping centre and Cravenvale Care Home. These opportunities give learners the chance to get experience of work while also doing the related learning.
- The Supported Employment Team also work in partnership with a number of employers to give people with learning disabilities the opportunity for catering work experience. These include Coffee Republic, Starbucks and the Royal Pavilion Tea Rooms.
- The council has a supported business, Able & Willing, where people on the government's Work Choice programme can gain 6 months of paid work experience.

5. We need to know how well we are doing in helping people work

We want to show what difference our employment plan is making

- The Work & Skills group has reformed in April 2012. The organisations that are members of the group will share

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Brighton & Hove
Learning Disability Partnership Board
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good ideas and work together. The organisations will help each other to give people with learning disabilities and/or autism better chances to get jobs.

- The Work & Skills sub group will set topics, or themes to our meetings so that we focus on coming up with actions that are realistic, achievable and will make a difference to people with learning disabilities and people with autism.
- The Work & Skills group will provide regular updates to the LDPB about their employment plan and the work that is being done. The Work & Skills group will also provide updates to the Autism Stakeholders group about the employment actions in their plan.