

SEND Preparation for Employment: Supported Internships

Invitation to quote Submission deadline **28/09/2015**

1 Introduction

In March 2015 the Department for Education (DfE) announced an additional £5 million of a one-off shared grant for local authorities (LAs) to enable them to promote supported internships and other preparation for employment activity for young people with special educational needs and disabilities (SEND), which is a critical aspect of the SEND reforms.

The DfE's aspiration is that local authorities should use the grant provided to

- increase the number of education providers offering supported internships, resulting in more young people with complex SEND getting work placements and ultimately entering paid employment;
- build relationships with employers to agree work placements for young people with SEND on supported internships and other study programmes, and coordinate allocation of placements across education providers where appropriate; and
- support and challenge education providers to improve preparation for employment in study programmes for young people with SEND, including high quality work experience, resulting in more young people finding paid employment.

Supported internships are defined as a specific type of study programme based primarily at an employer. They are intended to enable young people with learning difficulties and/or disabilities to achieve sustainable, paid employment by equipping them with the skills they need for work, through learning in the workplace.

Shropshire Council has received £31,123 of this grant, we are looking to commission a project that develops these aspirations and creates benefits for stakeholders which are sustainable beyond the duration of the project.

This is a one-off project. We are using an 'invitation to quote' (ITQ) process for this project. All the essential information and the application form are contained in this document. Interested providers are required to complete the application form. No other application formats will be accepted.

2 Project Specification

Geographical scope: Local Authority area of Shropshire.

The outcomes for this project are

- Increased awareness, understanding and commitment from education providers to offer supported internships
- Increased awareness, understanding and interest from employers to offer placements for supported internships
- Increased links between FE providers and employers
- Increased awareness and understanding from young people and families about supported internships and how to access this particular pathway
- Increased understanding and information about the range of internships which are available in Shropshire

The deliverables for this project are

- An agreed implementation plan at the start of the project, detailing as a minimum
 - Start and completion date for project
 - Resources (inputs) and costs associated with the project
 - Roles and responsibilities
 - Outcomes
 - Activities (outputs) relating to the outcomes
 - Start and completion date for activities
 - Measures and/or proxy measures relating to the outcomes
- Regular progress reports and a final project report, detailing
 - Implementation plan
 - The position and views of a diverse range of employers, who operate in Shropshire. By diverse we mean a mixture of small, medium and larger employers; from a range of industries which are prevalent in the Shropshire economy. Examples of prevalent industries include, but are not limited to, the public services and tourism related businesses.
 - The position and views of education providers who operate in Shropshire
 - The position and views of young people and where appropriate, their families
 - Learning from regional and national work relating to supported internships
 - Evaluation of achievement of the outcomes
 - Evidence supporting signs of increasing take-up of supported internships
 - Recommendations for future development & sustainability
- Promotional information about supported internships in appropriate format for stakeholders

We would like to hear from experienced and competent providers who would be interested in delivering this project in Shropshire.

3 Shropshire context

From August 2013, all young people in full or part-time education aged 16-24, where the student has a Learning Difficulty Assessment (LDA) or Education, Health and Care Plan (EHCP), have been expected to follow a coherent and personalised study programme that offers depth and progression.

In April 2015 the DfE confirmed the nine regional leads for LA networks to support the implementation of the Special Educational Needs reforms from April 2015. They are:

- London Borough of Bromley
- Calderdale Metropolitan Borough Council
- Coventry City Council
- Dorset County Council
- Durham County Council
- Hertfordshire County Council
- Leicester City Council
- Oldham Metropolitan Borough Council
- Portsmouth City Council

Coventry City Council is the regional lead for the West Midlands. The lead contact for Coventry City Council's SEN team is Jeanette Essex. These authorities will receive a small amount of grant funding to develop partnerships with other local authorities and key stakeholder groups in the region; work with delivery partners to develop targeted support according to regional needs; share best practice and co-ordinate peer support activities. The approach is designed to be flexible to fit in with existing networks or peer support plans.

Supported Internships: information to 8 July 2015

The figures below are for young people with SEN who are starting a supported internship in September 2015. Employers are currently being negotiated for them.

	North Shropshire College	Shrewsbury College / Severndale	Derwen College	William Brookes School	Shrewsbury 6 th Form College	Total
No. put forward for S.I.	3	0	2	1	1	7
No. currently proceeding with S.I. (awaiting confirmation of employer)	3	0	2	0	1	6
No. employer confirmed for S.I.	2	0	1	0	0	3

We would like to see these numbers increase significantly as a result of this project. We feel this could be achieved by addressing the current lack of knowledge and awareness that exists around supported internships. Having said that, we would consider all proposals.

Our needs

Currently, there are approximately 30,700 young people aged between 16 and 24 years old residing in Shropshire. (*Population estimates, mid-2014, Office for National Statistics.*) Out of this total, there are **146** 16-19 year olds residing in Shropshire with special educational needs, who are not in education, employment or training (NEET), and there are a total of **205** 20-24

year olds residing in Shropshire with special educational needs who are NEET. However, for the latter group of young people we expect that this number may be an underestimate.

Our existing resources

Below are all of the Post-16 providers in Shropshire;

Name	Main location
Schools with Sixth Forms	
Bridgnorth Endowed	Bridgnorth
Thomas Adams Sixth Form College	Wem
The Marches School	Oswestry
Idsall School	Shifnal
Grove School	Market Drayton
Oldbury Wells School	Bridgnorth
The Community College	Bishops Castle
Sir John Talbot School	Whitchurch
William Brooks	Much Wenlock
Specialist School with sixth form	
Severndale Specialist Academy – Sixth Form	Shrewsbury
FE Colleges	
Ludlow College	Ludlow
Shrewsbury College of Art & Technology	Shrewsbury
Shrewsbury Sixth Form College	Shrewsbury
North Shropshire College	Walford and Oswestry
Independent Specialist Providers	
Condover College	Condover and Longbow
Derwen College	Oswestry, Craven Arms and Walford
Training Providers	
County Training	Shrewsbury

Enable, an employment service commissioned by Shropshire Council, currently provide help and support for people with disabilities to enter paid employment, including supported employment services for young people with learning disabilities and mental health issues in Shropshire, Telford and Sandwell. They provide support around identifying career options and job aspirations, helping to co-ordinate and organise placements for supported internships, and job coaching.

Shropshire Information Advice and Guidance service (formerly known as Shropshire youth) offers support to Shropshire young people aged 13 to 19 and includes an advice and guidance support service for young people moving into adulthood and for those with special educational needs. The Information, advice and guidance service (IAG) aims to help young people to become more self-reliant in their personal and career development, including learning, careers advice and help in finding college courses and jobs

Employment in Shropshire

Figures for Shropshire show that in 2013/2014 there were:

- approximately 14,270 local business units in Shropshire. The majority of these are micro/small business units, with a small number which are medium or large.
- 112,300 jobs in Shropshire

- 70,800 (63%) were full-time and 41,500 (37%) were part-time
- There has been a sharp increase in part-time employment since 2008 (+4,600 jobs)
- Although the number of full-time jobs increased by 2,400 in 2011, 500 of these jobs were lost in 2012
- More than three-quarters of all jobs are in the private sector
- The largest employment sectors are health, manufacturing, retail and education, with these providing around half of all Shropshire jobs

These figures, produced as part of the Business Register and Employment Survey dataset by Office for National Statistics ((c) Crown Copyright 2014), are based on jobs in Shropshire; therefore there will be other residents in employment who may work elsewhere. The data around business units is based on the number of traders and PAYE employers in a statistical register which provides the basis for the Office for National Statistics to conduct surveys of businesses.

Governance

The project will be overseen by the Council's SEND team. The team will provide updates to the SEND 0-25 Strategic Board, which is composed of senior managers from the council, the CCG and parent representatives.

4 The invitation to quote process

The Council does not bind itself to accept the lowest or any quotation. Acceptance of a quote and any subsequent negotiation will result in a one-off purchase order, reflecting this invitation to quote and any subsequently agreed terms.

Quotes will be evaluated on the basis of

- Potential to achieve outcomes
- Potential to be sustainable beyond duration of project
- Value for money (i.e. best use of resources to achieve outcomes)

Funding: £31,123 one-off grant

Timeline:

Deadline for applications	28th September 2015
Purchase Order finalised	7-14 October 2015
Service starts	1st November 2015
Service ends	Subject to details of successful quote

5 Next step

If you wish your organisation to be considered, please complete the following proposal form and email it to, Sarah Sweeney, Senior Transition Officer (SEN Team) via email – sarah.sweeney@shropshire.gov.uk by **28th September 2015**

For further information contact Sarah Sweeney, Senior Transition Officer (SEN Team) on 01743 254359



SEND Preparation for Employment: Supported Internships

Information required for quotation

Provider Information (insert below heading)	Commissioner evaluation	
Name & type of your organisation		
Address		
Name of contact person Email Telephone number		
	Meets our needs? Y/N/Partial	Our comments & Justification for rating
About your organisation		
What experience does your organisation have with this type of work (<i>max 500 words</i>):		
What knowledge and understanding does your organisation have of the Shropshire context		
Describe how the funding would be utilised with an estimate for costs:		
Describe what resources your organisation could add to the project:		
Describe how your organisation will ensure that the		

project operates within its budget:		
About your proposal		
Describe how you would implement this project; include a timeline and a strategy for engaging local stakeholders (<i>max 1000 words</i>):		
Describe the staff / volunteers who would run the project, including their qualifications and experience:		
How would your project link to related projects in the region and nationally?		
How would you project link to other local SEND developments?		
Describe how you would evidence that your service has met the outcomes we are looking for:		
Describe how you would ensure that the outcomes of this project can be sustained after the project has been completed.		
Other information in support of your quote (including added value) (<i>maximum 500 words</i>):		