

Prevista Delivery SFA ESF 2016-18

SFA ESF Preventative contract – Prevista deliver this across all 4 FEAs: North & East, South, Central & West London

Prevista and our Partnership work with young people (15-18) in learning who are at risk of becoming NEET and support them into a sustained place in education, employment or training. This is done through a tailored programme that complements their learning. We work with young people currently in learning and shall have been identified as being at risk of becoming NEET, either by their learning institution or their home local authority.

We provide opportunities for individual/group upskill activities which complement existing programmes and meet participants' needs. Opportunities include options with a focus on behavioural, personal and inter-personal skills. Activities include:

- ☐ taster courses
- ☐ employability activities
- ☐ work experience
- ☐ motivational sessions
- ☐ life/core transferable skills
- ☐ confidence and self-esteem
- ☐ aspiration building, career planning, coaching
- ☐ provider visits etc.

All young people receive mentoring support throughout the duration of their participation in the Services and for 13 weeks after they secure a positive destination. During this sustainment period, there is ongoing 1:1 caseworker and/or mentoring relationship with the young person, with the continuation of other specialist support services as appropriate.

Prevista and delivery partner roles and responsibilities

As lead contractor Prevista is responsible for:

- Relationship with the funder
- Marketing, events and collection and dissemination of case studies
- Quality, auditing and performance management of the supply chain
- Verifying and submitting claims
- Capacity building the supply chain

Delivery partners are responsible for:

- Maintaining relationships with educational institutions
- Generating referrals
- One to one wraparound support for young people 15-18

Delivery partners are paid against the following outputs:

- Learner Assessment and Plan
- Start uplift for Premium groups
- Achievement of learners programme goal
- Achievement uplift for Premium groups
- Participants retained in EET for 3 months after achievement of planned goal
- Uplift for retentions in EET for premium groups at 3 months
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SFA ESF Targeted 16–18 – Prevista delivery this contract across South & Central London

The aim of the services & activities for this contract is to reduce the number of participants who are not in employment, education or training (NEET) and therefore are likely to suffer from reduced opportunities, low incomes and unemployment at a later stage of their lives.

Prevista and our Partnership will achieve this aim by providing support to young people aged 16-18 who are NEET, and whose background suggests they require additional or re-engagement support, into sustained education, training or employment (EET), or other Raising the Participation Age (RPA) compliant destinations including volunteering with training.

We provide the following activities to participants depending on the career goals and specialist support needs identified as part of the initial assessment:

- Employer led training, short courses and skills packages, for example Construction Skills Certification Scheme (CSCS), first aid, food hygiene, manual handling, customer service, or units towards qualifications
- Signposting and wrap-around support to access literacy, numeracy and English for Speakers of Other Languages (ESOL) or other relevant key-skills training
- Managing drug and alcohol issues
- Managing mental health issues (including cognitive based therapy)
- Finding suitable accommodation
- Independent or supportive travel training for young people with Learning Difficulties and Disabilities (LLDD) and those that need more support
- Supported volunteering
- Home visits and work with young people in their homes
- Family support
- Preventative gang membership advice and support
- Access to childcare

- **Prevista and delivery partner roles and responsibilities**

As lead contractor Prevista is responsible for:

- Relationship with the funder
- Marketing, events and collection and dissemination of case studies
- Quality, auditing and performance management of the supply chain
- Verifying and submitting claims
- Capacity building the supply chain

Delivery partners are responsible for:

- Generating referrals
- One to one wraparound support for young people 15-18 incorporating the specialist support needs outlined above

Delivery partners are paid against the following outputs:

- Learner Assessment and Plan
- Case workers quarterly review at month three on programme and six on programme intervention or after progression
- Progression Paid Employment
- Progression Education
- Progression Apprenticeship
- Progression Traineeship

Prospects Delivery NEET Outreach 16 – 24 years (CALM)

FEA Delivery – Central, South, West

Main features of delivery model

- Completion of Progression Plan and activities to support entry into education, employment & training (employability and resilience development).
- Regular Reviews with participant throughout delivery and post entry into progression.
- Resilience Mentoring for the 26 weeks (progression & sustainment retention support)
- Refer into Youth Talent strand (work experience/internships)
- Refer into other Youth Strands as appropriate

Prospects Delivery NEET Targeted 16 – 18 age years (Bounce Back)

FEA Delivery – West, North East (N.E)

Main features of delivery model

- Completion of Individual Learner Plan and activities to support entry into education, employment & training (employability and resilience development).
- Regular Reviews with participant throughout delivery and post entry into progression.
- Resilience Mentoring for the 26 weeks (progression & sustainment retention support)
- Refer into Youth Talent strand (work experience/internships)
- Refer into other Youth Strands as appropriate

All Referral forms should be emailed to esf-admin@prospects.co.uk care off Jamie Manicom

NORTH EAST TARGETED NEET 16 - 18
LB of Barking & Dagenham
LB of Tower Hamlets
LB of Newham
LB of Redbridge
First Rung
Inspire
Cultural Capital
Prospects Direct Delivery

WEST Targeted NEET 16 - 18
LB of Barnet
LB of Ealing
Innov8
P3
LB of Hounslow
Prospects Direct Delivery

WEST NEET OUTREACH 16 – 24 CALM
LB of Barnet
LB of Ealing
Innov8
LB of Hounslow
P3
Barnet & Southgate College
Catalyst
First Rung
Prospects Direct Delivery

CENTRAL NEET OUTREACH 16 – 24 CALM
LB or Camden
Unlocking Potential
Epic
LB of Southwark
Cultural Capital
Westminster Kingsway College
LB of Lambeth
Playback
LB of Wandsworth
Prospects Direct Delivery

SOUTH NEET OUTREACH 16 – 24 CALM
Achieving for Children
NXG
LB Bromley
Sutton District Training
South Thames College
Cultural Capital
The Write Time
Prospects Direct Delivery

REED Delivery

NEET Outreach (16-24 years)

Contract area(s): North East London

Eligibility: NEET, aged 16-24, not in receipt of JSA (other benefit types ok)

Project aim: Many young people who are NEET are unaware of the range of opportunities available to help them continue studying or to enter employment. The purpose of this programme is to identify a range of provision (including but not limited to other NEET strands) and support young people to access this provision.

This project is delivered by 11 supply chain partners, all of which can accept referrals from all 10 North East London boroughs. The specific support available to young people varies across the supply chain (e.g. Gingerbread specialises in supporting single parents), however all providers offer the following as a minimum:

- Initial Assessment and Plan, including basic skills diagnostic
- Regular reviews with an Adviser
- 121 and group training sessions in a range of subjects
- Mentoring and coaching support
- Support into apprenticeships, traineeships, education or employment across multiple sectors
- Referrals to a broad range of mainstream and specialist / targeted provision
- Ongoing telephone and face-to-face support once a young person has progressed

This programme is delivered by:

City Gateway	Katherine Brett	katherine.brett@citygateway.org.uk
DABD	Jacey Rowley	jacey.rowley@dabd.org.uk
First Rung	Beverley Jones-Leka	bjones-leka@firstrung.org.uk
Gingerbread	Lisa Saunders	Lisa.Saunders@gingerbread.org.uk
GLLAB (Royal Greenwich)	Fay Dillon	Fay.Dillon@royalgreenwich.gov.uk
Hackney Community College	Julie Davey	jdavey@hackney.ac.uk
Let Me Play	Amy Lalla	amy@letmeplay.co.uk
NXG Group	Michael Kosmas	michael@nxggroup.co.uk
Springboard	Dee Smith	dees@springboarduk.org.uk
St Giles Trust	Daniel Chapman	Daniel.chapman@stgilestrust.org.uk,
Tottenham Hotspur Foundation	Adam Stapleton	Adam.Stapleton@tottenhamhotspur.com

NEET Learners with Learning Difficulties and Disabilities (LLDD) – 16-24

Contract area(s): North East London

Eligibility: NEET, aged 16-24, self-declared learning difficulty or limiting long-term health problem. (NOT: Work Programme customers, those excluded from school or asylum seekers)

Project aim:

The aim of the programme is to support young people with learning difficulties and/or disabilities (LDD) who are statistically more likely to experience reduced opportunities and low incomes, and may be unaware of the range of opportunities available to help them continue studying or to enter employment.

This programme will identify a range of provision (including but not limited to other NEET strands) and support young people to access this provision. It will identify opportunities for young people including employment, apprenticeships, further education or traineeships, and support them to sustain for at least 6 months.

The programme is delivered by four supply chain partners, all of which work across all 10 North East London boroughs. The specific support available to young people varies across the supply chain, however, all providers offer the following as a minimum:

- Initial Assessment and Plan, including basic skills diagnostic
- Regular reviews with an Adviser
- A full 3-month and 6-month review, whatever stage of the journey the learner has reached
- 121 and group training sessions in a wide range of subjects
- Regulated training in a wide range of subjects including Business Admin, Construction and IT
- Mentoring and coaching support
- Support into apprenticeships, traineeships, education or employment across multiple sectors
- Referrals to a broad range of mainstream and specialist / targeted provision
- Ongoing telephone and face-to-face support once a young person has progressed

This programme is delivered by:

DABD	Jacey Rowley	jacey.rowley@dabd.org.uk
Hackney Community College	Julie Davey	jdavey@hackney.ac.uk
Royal Mencap	Hiba Momen	hiba.momen@mencap.org.uk
Tottenham Hotspur	Adam Stapleton	Adam.Stapleton@tottenhamhotspur.com

CAREERS GUIDANCE – MyCareer Guide

Offer

Independent careers advice for young people aged 16-18 years who live in any of the London Boroughs ensuring they achieve their next step into education, training or employment.

This dynamic service encourages young people to take part in interactive and fun sessions with their dedicated Careers Adviser where they will learn about key industry sectors in London, helping them to achieve and sustain their career aspirations.

Participants benefit from 1-1 sessions with their dedicated Careers Adviser so they develop an individual action plan as well as accessing the group sessions. Their qualified Careers Adviser has access to the latest Labour Market Information and works with them until they achieve a progression.

In-work support is delivered for the first month after participants have started employment, education or training to ensure they are still on track.

Outcomes

- Employment
- Education
- Apprenticeship
- Traineeship

Eligibility

- 16 – 18 years old
- NEET (non-JCP customer)

Geographical Delivery

All London Boroughs

Delivery Partners

- Bromley by Bow Centre – Tower Hamlets
- Global Solution Services – Greenwich, Richmond, Kingston
- NXG – Haringey, Waltham Forest, Merton, Sutton
- The Citizens Trust – Ealing, Harrow & Hillingdon
- New Directions Coaching – Wandsworth, Kensington & Chelsea, Westminster

SEETEC direct delivery in – Barking & Dagenham, Enfield, Hackney, Havering, Newham, Redbridge, Barnet, Brent, Hammersmith & Fulham, Hounslow, Camden, City, Islington, Lambeth, Lewisham, Southwark, Bexley, Bromley & Croydon

Referral route

- E – my.career@seetec.co.uk
- T – 0808 164 2551
- W – mycareerlondon.co.uk

TARGETTED MENTAL HEALTH – MyCareer Support

Offer

This intensive support service helps young people who have mental health, drug and alcohol, or substance misuse support needs, or are homeless, sofa-surfing or in temporary accommodation who want to work to access employment, education or training opportunities.

They benefit from a dedicated Career Support Worker who will help them develop an action plan, ensure they achieve accredited learning and provides on-going support to help them achieve their goals.

In-work support is delivered for six months after participants have started employment, education or training to ensure they are still on track.

Outcomes

- Employment
- Education
- Apprenticeship
- Traineeship

Eligibility

- 18 -24 year olds
- NEET
- Mental Health challenges, or
- Drug and Alcohol misuse, or
- Homelessness

Geographical Delivery

North East London

Delivery Partners

- Twist – Tower Hamlets
- Aspire – Greenwich, Haringey & Waltham Forest

SEETEC direct delivery in – Barking & Dagenham, Enfield, Hackney, Havering, Newham & Redbridge

Referral route

- E – my.career@seetec.co.uk
- T – 0808 164 2551
- W – mycareerlondon.co.uk

YOUTH TALENT

Offer

This service links young people, who are 'job ready' in to an employment, apprenticeship or traineeship opportunity.

A Youth Talent Consultant discusses their skills and goals and adds them to a 'talent pool' so when a suitable opportunity comes up they can be put forward for it. Participants receive training and support in job skills such as interview techniques, applying for jobs etc. to help them to make successful applications. They get feedback if they are not successful and are put forward for other opportunities and supported until an outcome is achieved.

Outcomes

- Employment
- Apprenticeship
- Traineeship
- Work Experience (through Careers Clusters)
- Paid Internship (through Careers Clusters)

Eligibility

- 16 – 24 years old
- NEET

Geographical Delivery

Central London - Camden, City of London, Islington, Kensington and Chelsea, Lambeth, Lewisham, Southwark, Wandsworth or Westminster.

Delivery Partners

SEETEC direct delivery

Referral route

- E – my.career@seetec.co.uk
- T – 0808 164 2551

Organisation Name:		Referred from (Strand)	
Referrer Name:		FEA/Borough	
Job Title:		Email	
Telephone:			

Participant Details

Unique Learner No (ULN):		Resident Borough:	
First Name:		Family/ Surname:	
DOB:	<div style="text-align: center;"> <div style="border-bottom: 1px solid black; width: 20px; display: inline-block;"></div> <div style="border-bottom: 1px solid black; width: 20px; display: inline-block;"></div> <div style="border-bottom: 1px solid black; width: 20px; display: inline-block;"></div> </div> <div style="text-align: center; font-size: small;">DD/MM/YY</div>	National Insurance:	
	Age at sign-up <div style="border-bottom: 1px solid black; width: 40px; display: inline-block;"></div>		
Email:		Telephone Number:	
Address			
		Post Code:	

Participants Identified need and reason for initial Strand support:

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Migrant Young Person
<input type="checkbox"/> Homeless young person
<small>(including those in temporary accommodation)</small>
<input type="checkbox"/> Mental Health difficulties
<input type="checkbox"/> Young Carers
<input type="checkbox"/> Young BAME
<input type="checkbox"/> Careers Guidance | <input type="checkbox"/> Looked After Child / Care Leaver
<input type="checkbox"/> Traveller (including Gypsy Roma)
<input type="checkbox"/> Drug / Alcohol abuse issues
<input type="checkbox"/> Teenage Parent/Parent to be (please delete as required)
<input type="checkbox"/> LDD
<input type="checkbox"/> Dropped out of Preventative NEET |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Residency Status

I have determined that the participant is ordinarily resident in the UK/EU. Please identify the evidence you have seen to verify this and the detail of the evidence as below.

Evidence	Information Required	Information taken from Document		
Birth Certificate	Place of Birth			
	Certificate Number			
Valid UK/EU Passport or ID Card	Nationality			
	Passport Number/ID Card Number			
Indefinite Leave to Remain Visa	Permit Number			
	(Certified copy held by referer)	YES	NO	Delete as appropriate

Support being offered by current Strand

- What support has been provided to date?
- What regulated learning has been achieved?
- What non-regulated learning has been achieved?
- How many Guided Learning Hours has the learner received to date?

Reason for referral onto Youth Talent -

What Youth Talent progression(s) is the learner interested in (please delete as appropriate):

- Traineeship YES/NO
- Apprenticeship YES/NO
- Job/Employment YES/NO

Which London Borough(s) would the Learner be happy to travel to for the selected option(s) above?

What type of work is the learner interested in?

What are the learners known skills?

Participant Declaration

I confirm that the information on this form can be shared with the ESF Strand provider to help me fulfil my future goals.

Participant Signature:

Date: ____/____/____
DD/MM/YY

Print Name:

Provider Declaration

Provider Signature:

Date: ____/____/____
DD/MM/YY

Print Name:

- This form is to be completed in full, signed and dated.
- The signature of the Learner and the Providers representative must be completed before the form can be processed by Youth Talent.
- The fully completed form, duly signed and dated by both parties must be encrypted and then sent by email to ytstrand@skillstraining.co.uk.
- The Youth Talent Provider will then contact the Learner to complete an assessment for the desired role and support needs.

Current Strand	Referring to Strand

REFERRING STRAND DETAILS		Date of referral	
Organisation name		FEA/Borough	
Referrer Name		Job Title	
Telephone no.		Email	
Address			

STRAND REFERRING TO

Organisation name		FEA/Borough	
Detail the support you feel the participant requires from the Strand you are referring in to:			

PARTICIPANT DETAILS		Age at referral	
Forename		Surname	
DOB		Preferred way to be contacted	
ULN		Telephone Number	
Email		Resident Borough	
Address			
ST01 start date		Participant is aware and has agreed to this referral by signing yes in ST01	Yes / No
Date of estimated last Learning Aim completion		Confirm if participant receiving JSA/Universal credit or another working age benefit	Yes/No

SUPPORT ALREADY DELIVERED OR PLANNED BY REFERRING STRAND

(How long have you been providing this participant with support, the type of support agreed with participant and current work being undertaken to enter EET)

PROGRESSION AND SUSTAINMENT SUPPORT

(Have progression opportunities been identified, any applications been submitted or interviews arranged - please give detail)

Does the referring Strand have progression and sustainment deliverables?

(If yes please confirm length of sustainment and evidence requirements)

As the referring organisation please confirm that where you obtain the evidence of progression and sustainment that you will pass this to all Strands working with participant

Yes / No

Learner Journey	Provider 1 (P1) Referring Organisation	Provider 2 (P2) Organisation referred to	P1/P2 (to be agreed at referral and captured on form)
Initial assessment with P1	Complete IAP/ILP/IPP		
Activity with P1	Carry out Reg / Non-Reg Activity		
	Identify additional needs (at any stage of journey)		
	Identify appropriate NEET provision using prospectus		
	Ask learner for permission to refer (permission signature in ILR)		
	Contact Provider 2 (P2)		
	Informal conversation re potential referral and arrange warm handover if appropriate. P2 accepts/rejects learner based on info provided and feeds back to P2		
P1 and P2 agree who takes responsibility for <ul style="list-style-type: none">- supporting the learner into a progression- collecting progression evidence- collecting 6-month sustainment evidence- re-engaging learner if they drop out			
Complete Referral form. Send to P2	Receive referral form from P1		
Contacted by P2	Continue working with learner until progression	Contact learner to arrange Initial Assessment (warm handover)	
Initial Assessment with P2		Feed back to P1 to confirm learner started (OR that they are not suitable for the provision)	
Activity with P1 and P2		Continue working with learner until progression	
			Support learner into progression
Job/Apprenticeship/Education 1	Carry out In-work support / reviews with learner as contracted	Carry out In-work support / reviews with learner as contracted	Collect progression <u>start</u> evidence from employer/learner/provider. Share evidence (electronic copy ok) with other provider
Drop out of progression			
Re-engage with P1/P2			Drop-out only: re-engage with learner
Job/Apprenticeship/Education 2			Drop-out only: Collect progression <u>end</u> evidence from employer/learner/provider. Share with other provider
			Drop-out only: Support learner into subsequent progression. Inform other provider
26 weeks (out of 32) achieved)			Drop-out only: Collect second progression <u>start</u> evidence from employer/learner/provider. Share with other provider
		Collect sustainment evidence from employer/learner/provider. Share with other provider	
Things to consider: Do the contracts have a break clause for their progressions (26/32 weeks or 26 continuous weeks?) Do the contracts have different sustainment periods (or no sustainment) Do the contracts have different progression outcomes (e.g. some only have apprenticeship and employment, not employment or traineeships) Which provider will support them into their progression? What will happen if the learner is referred on to a third and/or fourth provider?			

