

A large teal graphic in the top right corner, consisting of several overlapping rectangular shapes with white dotted borders, creating a layered, abstract effect.

Resource Guide: Supporting transitions at 16+ for young disabled people and those with Additional Support Needs 2014

City Of Edinburgh
September 2014

Contents

Section	Page
Introduction	2
1. Section 1 : <u>Transition planning</u>	3
2. Section 2: Post 16 options	4
• <u>National Training Programmes (NTPs: MA and EF)</u>	4
• <u>Employment</u>	7
• <u>Education</u>	8
• <u>Pre employment and pre vocational opportunities.</u>	9
3. Section 3: Support at 16+	13
• <u>SDS Work Coaches</u> (including customer intervention fund and travel aid)	13
• <u>Access to Work & Reasonable adjustments</u>	14
• <u>Employer Recruitment Incentive for Targeted Young people</u>	15
• <u>Disabled Student Allowance</u> (HE courses in HE and FE institutions)	15
• <u>Support Needs for Learning Allowance</u> (FE courses)	17
4. Section 4: <u>Advice and Advocacy</u>	19
5. Section 5: <u>National and local support</u>	20
6. Section 6: <u>Case studies</u>	58

Introduction

This Resource Guide has been developed to support SDS staff working with young people with Additional Support Needs (ASN) who are ready to enter the labour market or are close to it, to make positive transitions at 16+. The Guide is intended to be used in developing Career Management Skills (CMS), equipping SDS advisers to identify the support available to enable young people to achieve their career goals through their Career Development Plans. The approach is underpinned by the **social model of disability focusing on the external changes needed to remove barriers and promote equality and inclusion**. *More information can be found in the [Equality Toolkit](#)*

SDS as a public sector organisations has the general public sector duty to: eliminate discrimination, advance equality and foster good relations. (*More detail on SDS approach can be found in [Equality and Diversity Mainstreaming Report](#)*). In line with the Commission for Developing Scotland's Young Workforce SDS is working to address under-representation of disabled people in Modern apprenticeships and the Employability Fund.

The Guide contains a brief summary of post 16 options for those with ASN across Scotland and the varied statutory and non statutory support and funding available to enable young people with ASN to access and sustain the appropriate options:

- Section 1 with a brief overview of **Transition Planning** and the SDS offer.
- Section 2, **Post 16 Options** and this includes the NTPs as well as options in Community Jobs, Supported employment, Third sector vocational and personal development opportunities, Work Choice , Activity Agreements and other options
- Section 3, **Support at 16+**, this section draws together the various incentives and schemes available to help customers with ASN access and sustain in the various options including Access to work, customer intervention fund, Travel Aid and other specialised options.
- Section 4, **Advice and Advocacy** this section highlights national organisations which offer support and advice to those with ASN and their parents/carers from advice on specific conditions to their legal entitlements.
- Section 5, this was compiled with the assistance of Regional operations teams and gives **national and local support** under the headings of:
 - Employability support across a range of ASN/disabilities
 - Learning disabilities including dyslexia, autism and aspergers
 - Mental health
 - Sensory impairment
 - Advice and Advocacy
 - Carers
 - Other organisations
- Section 6 contains **case studies** of the different options and support working.

SECTION 1: TRANSITION PLANNING

The CIAG Service Offer to school pupils and young people has a focus on those at risk of not making a successful transition, this is also the criteria within the ASL Act (The Education (Additional Support for Learning) (Scotland) Act 2009) for identifying additional support needs. The risk matrix and the validation process with schools ensure the appropriate offer is made to each individual pupil based on their need for CMS support. [Validating the Risk Status and Service Offer for School Customers \(08.08.14\)](#)

The model therefore enables SDS to fulfil its duty as an appropriate agency within the ASL Act to support schools, on request, to prepare individual pupils for the transition. Successful transition planning requires appropriate, timely and coordinated support from a range of partners to be successful. The Resource Guide promotes the identification of the right support and networks for each young person.

The delivery of Career Management Skills (CMS) is also underpinned by the principles and values of GIRFEC (Get it Right for Every Child) and its aim to put the well being of young people at the centre of services within a strong partnership framework. The concept of 'targeted support' to the most vulnerable young people is intrinsic to our model.

The Act places duties on education authorities and other agencies including SDS that they **must at least 12 months prior to the expected school leaving date, request and take account of, information and advice from appropriate agencies** likely to make provision for the child or young person when he or she leaves school.

The Code states:

- Preparation for adulthood should involve explicit **recognition of the strengths, abilities, wishes and needs of the young person as well as identification of relevant support strategies which may be required** (The Code, CH6 pt 18).
- Schools should ensure young people have sufficient information on which to base decisions about relevant choices and **they should have opportunities to sample options through visits and work experience.** (The Code, pt 21)
- It is generally the **role of the school to organise transition meetings** and invite: the young person, his/her parent(s) or carer(s), SDS adviser and other relevant agencies/people to attend.

To read the statutory guidance associated with the Act and the full Code follow this link:

<http://www.scotland.gov.uk/Publications/2011/04/04090720/0>

SECTION 2: POST 16 OPTIONS

16+ Learning Choices should ensure all young people completing compulsory education have:

1. an offer of a suitable place in post-16 learning.
2. That financial support should be accessible so staying in learning is a viable option.

Options at 16+

1. NATIONAL TRAINING PROGRAMMES

Modern Apprenticeships MAs, *page 4*

Employability Fund, *page 5*

2. EMPLOYMENT

[Community Jobs Scotland](#), *page 6*

[Supported Employment](#), *page 7*

[Self Employment](#), *page 7*

3. EDUCATION

[Continuing at school](#) *page 8*

[Further Education Colleges \(FE\)](#) *page 9:*

Mainstream course with support

Specialised courses focusing on life skills and core skills

Helping those with profound and complex needs

[Higher Education \(HE\)](#)

[Section 3 has information on **Disabled Student Allowance, DSA**]

4. PRE EMPLOYMENT OR PRE VOCATIONAL OPPORTUNITIES

[Activity agreements](#), *page 9*

[Specialist provision with third sector and other organisations](#), *page 10*

[Work Choice](#) *page 10*

1. THE NATIONAL TRAINING PROGRAMMES

Modern Apprenticeships

Modern apprenticeships are for anyone aged 16+. All apprentices are in employment from when they start their apprenticeships and are paid by the employer therefore **if additional support or reasonable adaptations are required** the MA can apply for assistance through the **Access to Work** scheme *see section 3*.

An apprenticeship gives an individual practical skills developed in the workplace and leads to a nationally (and industry) recognised qualification.

An apprenticeship is: a package of learning, training and practical work experience gained while employed; work based; designed around the needs of employers; based on National Occupational Standards (NOS)

MAs come in many levels

- Level 2 MA-SCQF level 5 (National 5)
- Level 3 MA – SCQF level 6/7 (Highers/ HNCs)
- Level 4 Technical Apprenticeship – SCQF level 8/9 (HND - Ordinary Degree)
- Level 5 Professional Apprenticeship – SCQF level 10+ (Honours Degree - Masters Degree)

There are over **80 frameworks** in diverse industries, everything from accountancy to youth work; sea fishing to life sciences; in the creative industries and the energy sector. (Though three quarters of MAs are in 10 frameworks)

Find out more about the different MAs available:

<http://www.ourskillsforce.co.uk/modern-apprenticeships/types-of-modern-apprenticeships/>

A variety of delivery methods

- Entirely “**on the job**” with some formal development sessions; training provider assessing competence in the workplace
- A combination of **off-the job formal taught learning in a college or training centre** to provide underpinning knowledge and on the job training to build competence in skills, e.g. Plumbing, Automotive, Land Based Engineering.
- Off-the job may be day release, block release or a combination

Employability Fund

The EF aims to support activity in Stages 2-4 of the Strategic Skills Pipeline that will help people to develop the skills needed to secure a job or progress to more advanced forms of training. The EF activity will be **individually tailored to the participant, the EF has been designed to allow flexibility in length and delivery model including hours of attendance to suit the individual.**

The eligible groups for the EF are unemployed individuals of all ages but with a focus on 16-19 yr olds. Immediate entry is available for suitable referrals from school leavers, disabled People; Lone parents; Refugees; Ex offenders; SIMD area residents (social index of multiple deprivation); Jobcentre Plus Sector Work based academy referrals; DWP Work Programme completers

Confirmation of both eligibility and suitability for the EF is undertaken in consultation with an EF referral organisation (SDS, DWP, EF Provider, College or Local Authority).

Young people will be referred to the stage of the Strategic Skills Pipeline which will best address their identified needs. Participants in the EF can access either a Young Persons Allowance or Training Allowance. Young people (under 19 years) will

receive a Young Persons Allowance or **if they are in receipt of disability benefits they can transfer their benefit package to an equivalent Training Allowance.**

There is no specified duration for each Stage and there is overlap between stages. It is the EF providers as part of the Individual Training Plan (ITP) who will agree the targets and timescales with the individual using information provided at the point of referral.

EF is designed to be flexible to meet the specific requirements of individual participants at stages 2, 3 and 4 of the SSP. **We recognise the variation in ability and need of individual participants and do not expect that, for example, most individuals completing stage 2 would move directly into employment without further stages of support within SDS funded or partner provision.** EF is a channel for moving individuals **closer** to employment with jobs being a more realistic goal for those at stages 3 and 4 of the SSP. To be explicit about this point, we have highlighted what we expect to see in terms of characteristics for participants at each stage:

Stage 2 – expected participant characteristics
<p>Individuals who enter this stage of their employability journey are not job ready. They should be ready to undertake activity at SCQF level 3 in terms of work-related tasks which means that, for example, they can work alone or with others on simple routine, familiar tasks under frequent supervision. They should also be able to participate in the setting of goals, timelines, etc.</p> <p>They may have core skill development needs and/or personal barriers such as motivation, self-confidence or self-discipline challenges which activity should help to address.</p> <p>When they leave this stage of the SSP they should have demonstrably improved their employability skills but are not necessarily expected to be fully job ready unless they have progressed very quickly.</p>
Stage 3 – expected participant characteristics
<p>Individuals who enter this stage of their employability journey are likely to be closer to being job ready than those at stage 2 of the SSP. They should be ready to undertake tasks at SCQF level 4 in terms of work-related tasks which means that, for example, they can work alone or with others on straightforward tasks, contribute to the setting of goals, timelines, etc.</p> <p>When they leave this stage of the SSP they should have evidence to demonstrate their job readiness to an employer.</p>
Stage 4 – expected participant characteristics
<p>Individuals who enter this stage of their employability journey are likely to be job ready when they start in terms of their generic employability skills. They should undertake activity which allows them to develop specific skills which greatly improve their chances of gaining employment when the activity is completed. When they leave this stage of the SSP they should have certification which relates to specific job roles improving their access to job opportunities.</p>

Some EF providers specialise in supporting clients with ASN eg Enable, LEAD and REMPLOY.

2. EMPLOYMENT

Community Jobs Scotland, (CJS): Phase 4

<http://www.scvo.org.uk/jobs-employability/cjs/about-cjs/>

Community Jobs Scotland (CJS) is a partnership between the Scottish Government and SCVO that creates **work opportunities for young unemployed people across Scotland** providing **meaningful paid work experience in the third sector** with **additional training to help participants** progress into sustainable employment.

CJS also includes the **Wage incentive jobs** targeted at **16-24 year olds with a disability or long term health condition**; these are part time (minimum of 16 hours per week) and lasting 18 months. (Referrals open only to Disability Employment Advisers (DEAs) Jobcentre Plus) – 100 vacancies in 2014/15

Varied opportunities in each of the 32 local authorities in 2014-15 are:

- a minimum of 25 hours of paid work each week or (16 hours per week for the CJS Wage Incentive jobs)
- pay at least the National Minimum Wage
- training and employability support is provided to support the development and progression of CJS employees
- last at least 26 weeks for 18-24 year olds, 39 weeks for 16-17 year olds and **78 weeks for 16-24 year olds with disabilities or health issues**

To view vacancies and apply

CJS opportunities will be posted on SCVO's vacancy website; only SDS and JC+ can submit to vacancies:

<http://www.scvo.net/Home/findyourjob.aspx>

For procedures and vacancy details in the G drive see "The Operations Handbook, How to, Standard Operating Procedures":

<https://staff.skillsdevelopmentscotland.co.uk/operationshandbook/howdoi/Pages/SOP.aspx> then look at: In transition: Community jobs Scotland referral procedures- phase

4. You will need the password to submit applications.

Supported employment

Supported employment is a person centred method of working with people with disabilities, additional support needs or from other disadvantaged groups, enabling them to access and maintain employment through the ongoing provision of appropriate support.

Opportunities vary considerably across Scotland with a number of established projects in Edinburgh, Fife and one in Stirling. Organisations delivering supported employment opportunities include Remploy, Enable, RNIB, SAMH to learn more about supported employment and what is available in your area look at the Scottish Union for Supported Employment web site

<http://learning.susescotland.co.uk>

Self employment

There are several sources of support for young people with business ideas who might want to start their own businesses.

1. New Enterprise allowance.

This is available to people based in Scotland who have been on Job Seeker's Allowance (JSA) for six months. It is comprised of:

- a weekly allowance worth £1,274 over 26 weeks, paid at £65 a week for the first 13 weeks and
- £33 a week for a further 13 weeks; and
- the facility to access a loan of up to £1,000 to help with start-up costs, subject to status

<https://www.gov.uk/government/collections/new-enterprise-allowance-campaign>

2. Youth Business Scotland /Princes Trust

<http://www.princes-trust.org.uk/default.aspx?page=9405>

The Youth Business Scotland (formerly the Prince's Scottish Youth Business Trust) offers finance and support to young people living in Scotland aged 18 and 25 (**or up to 30 for disabled people**) to start-up and grow in business, by providing essential funding and professional mentoring support to help them set up and run their own business.

The Youth Business Scotland programme gives practical advice on how to start up a business, how to write a [business plan](#), introductory finance training as well as offering loans of up to £5,000 and grants of up to £1,000.

The **Business Gateway** also offers a range of support and advice through offices across Scotland: Call 0845 609 6611 or Call 0141 242 8333. They do have some specialist services for disabled people including:

The [Disabled Entrepreneurs Network](#) (DEN) provides information and networking opportunities for self-employed disabled people.

3. EDUCATION

Continue at school

If this is the best option for the young person it is important that the programme for S5 should meet not only her/his academic aspirations but address other needs too if they could be a barrier to progression outwith the school environment after S5/6 such as learning to travel independently, life skills, or gaining work experience .

Further education

Students with profound and complex needs

The Scottish Government commissioned a consortium of BRITE, Scotland's Colleges and Skill Scotland (now Disability Alliance) to develop a transitions toolkit to assist students with profound and complex needs and their carers to make the transition out of school into college and beyond. This toolkit - [Transitions Information and Planning \(TRiP\)](#) - is now available through the [BRITE](#) website (*will be hosted in the 3i website from 16th January 2015 and available through the same link*)

Young people with ASN and/or disabilities which are less profound and complex could look at either **mainstream courses** or a **programme which is specifically designed for students with additional support needs**.

If it is a programme which is specifically designed for students with additional support needs, support will be provided to all students on the programme.

If a mainstream course is more appropriate, additional support will be available for any student who needs it to help them take part in the class. All colleges have to produce a **disability statement** detailing the support they can offer students but it is a good idea to begin as soon as possible discussions with the college and at transition meetings about the support required and who will provide it. See section 3 for details of support for FE courses.

4. PRE EMPLOYMENT

Activity Agreements

Activity Agreements are being delivered to young people across all 32 local authorities in Scotland. Activity Agreements are **for those young people who may not, without additional support, make a successful transition to work, further education or training**. The assessment of a young person's needs should determine the minimum requirements for taking part in an Activity Agreement. For some young people, the initial stage of an Activity Agreement will be largely or entirely focused on intensive advice and guidance, before appropriate learning activity can be identified.

The amount of engagement required for a young person to participate in an Activity Agreement and how long they spend on it will be determined on the basis of each

young person's needs and may change over time becoming more demanding or longer. Within this flexibility, **there must be a clear focus on the young person's progression towards more formal learning or employment.**

For more information on Activity Agreements including case studies, resources and learner journeys look at the Youth Link website youthlinkscotland and the operations handbook.

The allowance paid to young people participating in Activity Agreements will be based on the Education Maintenance Allowance (EMA). EMA is means tested and dependent on household income young people in receipt of most DWP benefits can receive EMA additionally to their benefits, this is not the case for Jobseeker's Allowance. Guidance on EMA is available on the www.emascotland.com website.

Work Choice.

This is a DWP programme for disabled people who find it hard to work to get and keep a job. It is voluntary, the type of support depends on the help needed and This can include:

- training
- confidence building
- finding a suitable job
- interview coaching
- developing skills

Eligibility:

- be of working age ie 16+
- need support in work as well as to find a job
- be able to work at least 16 hours a week after Work Entry Support
- have a recognised disability
- need specialist help unavailable from other government programmes or schemes - eg workplace adjustments, suppliers working in partnership with Jobcentre Plus or [Access to Work](#)

For more details go to: <https://www.gov.uk/work-choice/overview>

Referral is by DEA at JC+. There are two lead providers in Scotland, Momentum and Shaw Trust but programmes are delivered locally by these organisations and others including Enable and Remploy.

Third sector opportunities

Many third sector organisations offer pre employment and prevocational support to various groups of young people with ASN or who face barriers to entering the labour market. Opportunities vary across the country. Here are some examples:

Remploy

Specialise in supporting disabled people into work and have a network of branches across the UK. They offer **individually tailored support** to help individuals make the transition into work. They help people prepare for work, through improved confidence, lifestyle and vocational skills, they offer:

- **one to one support-** to enable individuals to feel ready to seek, secure & sustain employment. Confidence building; CV Building; job search techniques and
- **employer or sector specific workshops-** Action focussed workshops providing individuals with a safe environment to try out their skills for specific sectors and employers such as; Retail, Contact Centre; Security and Care.

They also offer support to those entering work:

- **In work support** Dedicated service to support both individual and employer regarding disabilities/health conditions and reasonable adjustments
- **Job Coaching** Supporting individuals to learn the tasks or their job and identify effective strategies for working
- **Access to Work** Assists individuals in identifying and accessing workplace support through Access to Work

To find a local branch and more on Remploy services :[Find a branch](#)

Barnardo's Works

Barnardo's Works provides unemployed young people aged 16-24 across Scotland with a blend of personal support and accredited training, matched with quality work experience placements and the opportunity to access independent employment. The focus is on increasing confidence, resilience and self esteem through employment, work experience, volunteering, educational opportunities and qualifications. The support package is tailored to meet the needs of the young person and all individuals are allocated a key worker to support them throughout the duration of the programme.

Barnardo's centres in Scotland

Dundee

Address: Barnardo's, 1 Dudhope Terrace, Dundee, DD3 6HG, Tel: 01382 221944

Inverness

Address: 14 Ardross Street, Inverness, IV3 5NS, Tel: 01463 715178

Edinburgh

Address: Barnardo's Works, 62 West Harbour Road, Edinburgh, EH5 1PW Tel: 0131 559 3940

Paisley

Address: Barnardo's Works Renfrewshire, 12 Lochfield Road, Paisley, Renfrewshire, PA2 7RG Tel: 0141 884 6252

For more details of their employability support go to <http://www.barnardos.org.uk/ets-service-directory.pdf>

Prince's Trust

The Enterprise programme provides money and support to help young people start up in business.

The Team programme is a 12-week personal development course, offering work experience, qualifications, practical skills, community projects and a residential week.

Get Started are short courses designed to help young people develop new skills, build confidence and have fun, helping them to move forwards in their lives.

Get into are short courses offering intensive training and experience in a specific sector to help young people get a job.

Development Awards are small grants to enable young people to access education, training or work.

Prince's Trust xl clubs give 13-19 year olds who are at risk of truanting, exclusion and underachievement a say in their education. They aim to improve attendance, motivation and social skills.

The Fairbridge programme works with young people aged 13-25, giving them the motivation, self-confidence and skills they need to change their lives.

To find clubs or centres in your area

http://www.princes-trust.org.uk/about_the_trust/what_we_do.aspx

There are many other organisations such as **Action for Children** who operate **Youth Build** in many areas and there are other organisations that operate in some geographical areas eg **Real Jobs** in Edinburgh and Falkirk, services include **supported employment**: <http://www.actiongroup.org.uk/real-jobs/real-jobs-edinburgh.html> see section 5 for organisations in your area.

SECTION 3: SUPPORT AT 16+

SDS is keen to encourage more young people with ASN and disabilities to consider the NTPS but recognises that for this to be sustainable and successful the right support needs to be in place or quickly put in place, should it be required.

There is a lot support available for the varied options at 16+ from statutory support such as Access to Work, work choice to programmes offered by third sector organisations and volunteers at LEAD. Section 5 highlights what is available nationally and locally but for specialist advice on specific conditions please refer to SDS Equality toolkit, see section 10 [Equality Toolkit](#) or the CAF directory; Contact a Family, provides support, advice and information for families with disabled children, tel 0808 808 3555. The CaF Directory online contains details of specific medical conditions and rare disorders: www.cafamily.org.uk.

SDS WORK COACH SUPPORT

The Work Coach role Standard Operating Procedure (SOP) makes explicit the role of work coaches in supporting young people in the work place and/or on EF placements for up to 6 months to make these positive transitions sustainable.

When the customer achieves a positive destination, the work coach must offer follow up support for the customer and advocate on behalf of the customer if any issues arise; agreeing how and when with the customer. The intensity of support should diminish over the six months as young people build their capacity to sustain. Support may involve working with the customer to pre-empt any potential issues, or **meeting with the customer and employer to resolve problems** once they have arisen; this could include orientation visits or coaching / mentoring in the work place.

All post school staff have training on how to support the young people to prepare for work and placements; they have access to **9 modules focussed on “Success at Work”** available through the Skills to Succeed website www.s2sacademy.com

SDS Work Coaches can access the **Travel Aid** scheme established to improve positive and sustainable destinations for **unemployed 16-19 year olds** by providing funds to support travel to: interviews; partner interventions which are designed to support employability and access to employment, training and learning; first day of training/employment.

More details are in the SOP, [Travel Aid SOP](#). Young Scot National Entitlement card enables young people to get travel discounts on buses and rail travel [Young Scot National Entitlement Card](#).

The **Customer Intervention Fund** is to provide resources for those clients aged 15-19 to help remove identified barriers preventing them from taking up an opportunity which will enable them to participate in full economic inclusion. It is a last resort fund.

Examples of suitable spend include: toiletries, specialist equipment/ clothing, clothes, improving appearance e.g. basic haircut, identification details e.g. birth certificate, photo id or confirmation letter of address, replacement SQA Certificates.

More details are in the SOP, [Customer Intervention Fund](#)

The maximum spend on a Customer Intervention is **£25**. This limit can be exceeded in very exceptional circumstances but only with the written permission of an Area Manager.

ACCESS TO WORK & REASONABLE ADJUSTMENTS

Employers must make reasonable adjustments to make sure disabled workers are not seriously disadvantaged when doing their jobs. Employers have to make reasonable adjustments even if they do not directly employ the person; this includes contract workers, trainees, apprentices and business partners. An Access to Work grant helps pay for practical support.

For advice on reasonable adjustments contact the Disability Employment Adviser (DEA) at [local Jobcentre Plus office](#), or **Remploy**

Applicants must be **16 or over**, **have a disability, health or mental health condition** and either be:

- about to start a job or work trial
- already in a paid work or self-employment (not voluntary work)

There is no set amount for an Access to Work grant. It depends on the circumstances. The money can pay for things like:

- adaptations to the equipment used
- special equipment
- fares to work if the individual cannot use public transport
- a support worker or job coach to help in the workplace
- a support service if the individual has a mental health condition and is absent from work or finding it difficult to work
- disability awareness training for colleagues
- a communicator at a job interview
- the cost of moving the person's equipment if changing location or job

To claim help from Access to Work individuals must.

1. Contact Access to Work.
2. Print the [Access to Work eligibility letter](#) and take it to their employer or to a job interview.
3. When an adviser contacts the person and her/his employer, she/he must tell them about the help and support you needed

For more details on the Access to work scheme see <https://www.gov.uk/access-to-work/overview>

EMPLOYER RECRUITMENT INCENTIVE FOR TARGETED YOUNG PEOPLE (ERITYP) - Disabled Strand

ERI for Targeted Young People offers funding to employers to support **young people aged 16-29** who are care leavers, **disabled people**, young carers or ex-offenders to **sustain employment, including undertaking a Modern Apprenticeship**.

Employers can be given £1500 for recruiting a young person from the target group plus additional tailored support to help the young person to sustain this employment. Employers can be of any size and can be local authorities or other public sector. (Payments are made to an employer when the young person sustains employment of 15 hours per week or more for 4 weeks and 13 weeks via the expert organisation working with the employer).

The tailored support can include mentoring and coaching, training, orientation visits, training to the employers' staff. Help towards essential equipment or work clothes.

The SDS Project manager is **Gary Elliot** tel: 0300 013 4415 or e mail gary.elliott@sds.co.uk

ERI is available until 31st March 2015 and is delivered by expert organisations

Organisation	Target groups 16-29 years worked with	Contact
Action for Children	<ul style="list-style-type: none"> • Care Leavers • young carers • disabled people • ex-offenders 	Maria Williamson Tel: 0141 550 3374 maria.williamson@actionforchildren.org.uk
Barnardo's	<ul style="list-style-type: none"> • Care Leavers • young carers • disabled people • ex-offenders 	Evelyn McGregor Tel: 0141 884 6252 Evelyn.McGregor@barnardos.org.uk
Carers Trust	Young carers	Louise Morgan Tel: 01294 318488 lmorgan@carers.org.uk
Cornerstone	Disabled people	Alan McGinness Tel: 01236 760046 and 07825050084 alan.mcginness@cornerstone.org.uk
Enable/Open Doors Consortium	Disabled People	Michael Lacy Tel: 01698 737047 michael.lacy@enable.org.uk
Workers' Educational Association	<ul style="list-style-type: none"> • young carers • disabled people 	Judith Thomas Tel: 0141 221 0003 j.thomas@weascotland.org.uk

Higher Education

The **Disabled Student Allowance (DSA)** is for disabled people undertaking higher education qualifications at **university and college** from HNC to postgraduate. Apply online at www.saas.gov.uk

Or Telephone 0300 3135, (press option 6) to get information in different formats.

Or email: SAAS_4@scotland.gsi.gov.uk

To claim the student requires: A DSA application form; evidence of disability; a needs assessment report.

The DSA is in 3 parts:

- **The basic allowance** – an annual amount, the rate for session 2014-2015 for full-time students is £1,725. It is to cover consumables eg Braille or Livescribe paper, ink cartridges ,Internet access
- **The large items allowance** - covers the whole programme of your study, the rate for session 2014-2015 is £5,160. It is for large items can include the hire or purchase of items such as: Disability related software (for example, dragon voice recognition software); PCs or laptops, printers
- **The Non-Medical Personal Help allowance (NMPH)** this is a yearly allowance. In 2014-2015, the rate for full-time students is £20,520. For part-time students, the allowance is pro rata. It is for support such as: readers ; Sign Language Interpreters (SLI) ; Note takers (including text help operators); mentors

Evidence of disability or condition

For dyslexia or specific learning difficulties, a statement or report from one of the following:

- An educational psychologist or appropriately qualified professional
- A letter from a previous educational establishment that you attended, such as a school or college, confirming that you have been diagnosed with dyslexia or a specific learning difficulty by an educational psychologist or appropriately qualified professional.

For other **medical conditions**, evidence in the form of a diagnosis from a qualified professional including; GP, Nurse/psychiatric nurse, Occupational therapist, physiotherapist, Audiologist

In addition HE institutions all have **student services staff** to offer help and support to students with ASN and disabilities as Universities have to make sure that they are not discriminating against disabled students and make reasonable adjustments.

Additional advice and support is available from the following:

Student Awards Agency for Scotland

Gyleview House
3 Redheughs Rigg
Edinburgh
EH12 9HH

Lead Scotland: Information and advice for disabled learners and carers

Princes House
5, Shandwick Place
Edinburgh
EH2 4RG

Tel: 0800 999 2568

Email: info@lead.org.uk

Website: www.lead.org.uk

National Union of Students Scotland

1 Papermill Wynd
McDonald Road
Edinburgh
EH7 4QL

Tel: 0131 556 6598

Email: mail@nus-Scotland.org.uk

Website: www.nus.org.uk

Further Education

Much of the support available for those on FE courses in Colleges ie mainstream courses below HNC, is determined by the college and/or is provided by a variety of organisations/ agencies including the college itself, social work departments, the NHS or voluntary organisations. The type of support available and who provides it will depend on the student's needs; help with learning, personal or health care, or transport. It is advisable to start as early as possible to try and organise support for going to college and getting it funded as it is often very complicated and difficult to do. If something is agreed, make sure funding does not just stop at 18 years old but at the end of the academic session enabling the young person to complete the courses and take any exams

What support is there?

- All colleges have to produce a **disability statement** detailing the support they can offer students.
- The student services team should be able to provide advice on support available.
- **Additional Support Needs for Learning Allowance.** This allowance is not income assessed, and the college decides the amount that you can receive.

- LEAD Scotland will also provide support to FE (and HE) students ; support varies geographically , www.lead.org.uk .Telephone: 0131 228 9441 or Typetalk: (18001) 0131 228 9441
- Welfare benefits such as Disability Living Allowance, Employment and Support Allowance and certain means-tested benefits

There is a helpful booklet with more details about choosing FE and funding any support required, [Resource booklet](#).

It is important that the young person has a programme of study which builds from what they have already achieved and does not just repeat it. Consideration should be given to what the progression will be. Could someone progress to the Employability Fund or MA? Remind parents and young people that there are age restrictions for some options therefore they might not be available after S6 and a college course.

Advice on support in FE is available from Enquire, Scottish advice service for additional support for learning. Managed by Children in Scotland and funded by the Scottish Government.

<http://enquire.org.uk/about>

Telephone helpline – 0845 123 2303

SECTION 4: ADVICE AND ADVOCACY

It can be a challenge to work out what support and financial assistance young people are entitled to as they seek to make transitions from school. It can also be time consuming and confusing trying to ensure that financial support and reasonable adjustments or orientation visits are in place timeously. Furthermore many families find they need specialist support and advice to work out what the financial implications of different options are especially where tax credits or DLA or ESA are involved. There are a number of organisations and agencies they can turn to for specialist advice including the **welfare rights team in their LA**.

Enquire

Scottish advice service for additional support for learning is managed by Children in Scotland and funded by the Scottish Government.

<http://enquire.org.uk/about>

Telephone helpline – 0845 123 2303

Scottish advice service for additional support for learning

Education Law Unit - Govan Law Centre

The Education Law Unit is Scotland's expert legal resource in school education, providing information and advice, training and legal representation.

www.edlaw.org.uk

0141 445 1955

Equality and Human Rights Commission

Information and advice on legislation and rights in relation to protected groups including disabled people and their carers.

www.equalityhumanrights.com

Citizens Advice Scotland

The Citizens Advice service helps people resolve their problems with debt, benefits, employment, housing, discrimination, and many more issues. It is available to everyone.

Advice by phone for people who live or work in Scotland is available from Citizens Advice Direct. The service is available **Monday - Friday 9 am-8 pm and Saturday 10 am-2 pm. Call 0808 800 9060**. This number is free from a landline and most, but not all, mobiles.

Advice by **email** is available from many Citizens Advice Bureaux. Search for [your local bureau](#) and check what services they provide. Email advice is also available from Citizens Advice Direct via their website at www.citizensadvice.org.uk.

Money Advice Service

Money Advice Service, an independent service set up by the government for young people, provides free, unbiased money advice online, on webchat, over the phone, in printed guides and face to face. They also developed a savings app, Wishfund, for 16-19 year olds which is available to download from iTunes and Google Play

www.moneyadviceservice.org.uk

Money Advice Line 0300 500 5000 or **Typetalk** 1800 1 0300 500 5000

SECTION 5: NATIONAL AND LOCAL PROVISION

National Provision	Local Provision
<p>General, employability and supporting a range of conditions, disabilities and needs</p>	
<p>Aberlour Childcare Trust</p> <p>Aberlour help children and young people who need additional care and support to achieve their potential and to live safe, fulfilling lives.</p> <p>http://www.aberlour.org.uk/aboutus.aspx Tel: 01786 450335</p> <p>Children whose lives are affected by parental drug and alcohol dependency, young people who have social, educational and behavioural difficulties, children and young people who run away from home and are exposed to risk of harm, children and young people who have a disability, young children to experience positive parenting, play and early learning.</p>	
<p>AbilityNet</p> <p>AbilityNet is a national charity helping disabled adults and children use computers and the internet by adapting and adjusting their technology.</p> <p>http://www.abilitynet.org.uk/about</p> <p>Freephone 0800 269545 or 01926 312847 (if you call from work, minicom accessible)</p>	
<p>Additional Support Needs Tribunals for Scotland (ASNTS)</p> <p>ASNTS is an independent body that considers appeals on certain matters relating to the provision of additional support, particularly co-ordinated support plans.</p>	

<p>www.asntscotland.gov.uk</p>	
<p>Advice Service Capability Scotland (ASCS)</p> <p>The ASCS is part of Capability Scotland and is a disability organisation offering a range of services and support for those with cerebral palsy and other disabilities.</p> <p>www.capability-scotland.org.uk</p>	
<p>Barnardos</p> <p>Barnardos works to give disadvantaged children help to build their future. It runs local projects, including those for families of a child with additional needs.</p> <p>www.barnardos.org.uk</p> <p>Fostering and adoption services and support, helping children break free from sexual exploitation, support young carers and helping children living in poverty.</p>	
<p>Capability Scotland</p> <p>Capability Scotland provides a broad range of services to adults and children with disabilities.</p> <p>www.capability-scotland.org.uk</p> <p>Capability Scotland provides residential care; support for independent living; education, Early Years and Childcare and Allied Health Services.</p>	<p>New Trinity Centre</p> <p>7A Loaning Road Edinburgh EH7 6JQ Tel 0131 661 1212.</p> <p>Provides day care for adults with physical and/or learning disabilities. Activities are individually tailored to suit e.g. arts and crafts, advocacy, current affairs, social skills, music, exercise and IT. People are also supported to join in community activities including volunteering. Those with more complex needs can also be catered for. They also operate another centre called E2 at 11 Ellersly Road Edinburgh EH12 6HY Tel 0131 347 1078 which provides a range of activities for those needing 1:1 support both within the centre and in the community or at local colleges.</p> <p>Capability Scotland also offers support to disabled people for find and keep employment. Tel 01383 720613 for more information.</p>

<p>Common Ground Mediation</p> <p>Common Ground Mediation helps to resolve disputes between parents and carers of children with additional support needs and the local education authority and/or schools.</p> <p>www.commongroundmediation.co.uk</p>	
<p>Contact a Family (CaF) Scotland</p> <p>Contact a Family provides support, advice and information for families with disabled children, no matter what their condition or disability. It can also link families who have a child with a rare or specific syndrome. The CaF Directory online contains details of specific medical conditions and rare disorders.</p> <p>www.cafamily.org.uk 0808 808 3555</p>	
<p>Disability Alliance (includes SKILL)</p> <p>Disability Alliance is a national registered charity which works to relieve the poverty and improve the living standards of disabled people. Their eventual aim is to break the link between poverty and disability.</p> <p>http://www.disabilityalliance.org 0800 328 5050</p>	
<p>Dyspraxia Foundation</p> <p>The Dyspraxia Foundation supports families affected by developmental dyspraxia and aims to increase understanding and awareness of dyspraxia.</p> <p>www.dyspraxiafoundation.org.uk 0141 445 1955</p>	
<p>Education Law Unit - Govan Law Centre</p> <p>The Education Law Unit is Scotland's</p>	

<p>expert legal resource in school education, providing information and advice, training and legal representation.</p> <p>www.edlaw.org.uk 0141 445 1955</p>	
<p>Enquire (Action for Children)</p> <p>Scottish advice service for additional support for learning. Managed by Children in Scotland and funded by the Scottish Government.</p> <p>http://enquire.org.uk/about</p> <p>Telephone helpline – 0845 123 2303 Scottish advice service for additional support for learning.</p>	
<p>Epilepsy Scotland</p> <p>Epilepsy Scotland provides services to people with epilepsy, friends and family and care professionals.</p> <p>www.epilepsyscotland.org.uk 0808 800 2200</p>	
<p>Epilepsy Society</p> <p>Provides information and support to people with epilepsy, their families, friends and professionals involved in their care.</p> <p>www.epilepsysociety.org.uk 01494 601 400</p>	
<p>Headway</p> <p>UK organisation - the brain injury association</p> <p>http://www.headway.org.uk/Regions/Scotland.aspx 0808 800 2244</p>	

<p>Inclusion Scotland</p> <p>Inclusion Scotland is a consortium of organisations of disabled people and disabled individuals</p> <p>http://www.inclusionscotland.org</p>	
<p>Independent Special Education Advice (ISEA)</p> <p>ISEA offers information, advice and support, including advocacy/representation, to parents and carers of children and young people with additional support needs.</p> <p>www.isea.org.uk Telephone/Fax 0131 454 0096/0144</p>	
<p>LEAD Scotland</p> <p>Lead Scotland, (Specialists in Linking Education and Disability), is a voluntary organisation to widen access to learning for disabled young people and adults and carers across Scotland.</p> <p>www.lead.org.uk 0131 228 9441 textphone: (18001) 0131 228 9441</p>	
<p>NATSPEC (Association of National Specialist Colleges)</p> <p>Natspec is the membership association for independent specialist colleges providing further education for young people with learning difficulties and/or disabilities</p> <p>www.natspec.org.uk</p>	
<p>Remploy</p> <p>Remploy's provide specialist training and support to help individuals to secure and sustain employment. Services include: Confidence Building; job Search; Applying for Work; Interview Preparation; Job</p>	

<p>Coaching; BSL Interpreters.</p> <p>http://www.remploy.co.uk/about-us.ashx</p> <p>Individuals 16+ with health conditions, disabilities &/or multiple barriers to getting into work.</p>	
<p>Resolve ASL (Children In Scotland)</p> <p>Resolve: ASL is Scotland's independent additional support for learning mediation service offering a child-centred approach or resolving conflict in education.</p> <p>www.resolveasl.org.uk</p>	
<p>Scottish Disability Equality Forum</p> <p>The Scottish Disability Equality Forum (SDEF) is a membership organisation, open to all disability organisations and to individuals with any type of impairment.</p> <p>www.sdef.org.uk (01786) 446456</p>	
<p>Scottish Sensory Centre</p> <p>The Scottish Sensory Centre is for everyone who is involved in the education of deaf children, deaf/blind children and visually impaired children and young people, the young people themselves and their families.</p> <p>www.ssc.education.ed.ac.uk</p>	
<p>Self Directed Support Scotland</p> <p>Self Directed Support Scotland is a Scottish Government website providing information about self-directed support for service-users and health and social support for professionals.</p> <p>www.selfdirectedsupportscotland.org.uk</p>	
<p>SKILL (National Bureau for Students with Disabilities) - now part of Disability</p>	

<p>Alliance</p> <p>Promotes opportunities for people with any kind of disability in learning and employment. Disability Alliance now provides parts of SKILL: Updated FAQs and information booklets for disabled students. Young people's website. Helpline service policy and campaigns work.</p> <p>www.skill.org.uk Disability Alliance: http://www.disabilityalliance.org Disability Alliance freephone number: 0800 328 5050 - freephone helpline 0800 328 5050 or email skill4disabledstudents@disabilityalliance.org.</p>	
<p>Working Links</p> <p>Working Links supports people into sustainable employment.</p> <p>http://www.workinglinks.co.uk/about_us/office_finder/scotland.aspx 0800 917 9262</p>	
	<p>Halfpenny Development Ltd</p> <p>www.halfpennydevelopment.co.uk</p> <p>Offer the following services: We offer services for dyslexia, autism, ADHD, auditory processing disorder, Meares-Irlen Syndrome, dyspraxia, dysgraphia, dyscalculia, provide lots of free information on our website and are happy to answer questions on the matter, if there is a problem for a provider.</p> <p>In addition they offer CPD training, face-to-face and online, consultancy, diagnostic and needs assessments, Access to Work tuition, one-to-one tuition. Please note many of these services are charge for eg diagnostic</p>

	<p>assessments for dyslexia , around £350, screening costs (including Meares- Irlen Syndrome) £60 - £80. Access to Work support from £55 per hour. (Though if a client receives Access to Work this will come from the funding)</p> <p>Refer by telephone or e mail Contact: Jan Halfpenny 01659 742140 Email info@halfpennydevelopment.co.uk</p>
Carers	
<p>Barnardos</p> <p>Barnardos supports young carers and families with various services to make it possible for a child just to be a child.</p> <p>http://www.barnardos.org.uk/what we do/turn around/young carers</p>	
<p>Carers Scotland</p> <p>Carers Scotland supports people who care for an elderly relative, a sick friend or a disabled family member.</p> <p>http://www.carersuk.org/about-carers-scotland</p>	<p>Edinburgh Young Carers Project</p> <p>Website: www.youngcarers.org.uk</p> <p>Client Groups and eligibility criteria: Young carers throughout Edinburgh aged 5-20.</p> <p>Services: Individual support, groups, residentials and day trips, peer mentoring and support, young carers forum</p> <p>Refer by: Anyone can make a referral – 3rd party and self referral forms on website. Phone: 0131 475 2322 Email: info@youngcarers.org.uk</p> <p>Ca(i)re</p> <p>Website: www.ericliddell.org/our-services/caire.php</p> <p>Client Groups and eligibility criteria:</p>

	<p>Carers in Edinburgh</p> <p>Services: Free educational, recreational and therapeutic courses, social events, open days, weekly drop in and advice and information service</p> <p>Refer by: Self referral – 0131 447 4520</p> <p>Care for Carers</p> <p>Website: www.care4carers.org.uk</p> <p>Client Groups and eligibility criteria: All adult carers in Edinburgh – additional services provided for carers living in North Edinburgh</p> <p>Services: Respite and information services citywide, local support services to carers in the North of Edinburgh</p> <p>Refer by: Self referral</p> <p>Edinburgh Carers Council</p> <p>www.edinburghcarerscouncil.co.uk</p> <p>Client Groups and eligibility: Carers of people with mental health difficulties, learning disability, dementia, acquired brain injury or autistic spectrum disorder living in Edinburgh</p> <p>Services: Information, individual advocacy, collective advocacy, training opportunities</p> <p>Refer by: Self – 0131 270 6087 Email: info@edinburghcarerscouncil.co.uk</p>
--	--

	<p>Gingerbread</p> <p>Website: www.gingerbread.org.uk</p> <p>Client Groups and eligibility criteria: Lone parents</p> <p>Services: Advice and practical support for single parents via helpline. Run campaigns.</p>
<p>The Princess Royal Trust for Carers</p> <p>The Princess Royal Trust for Carers provides support to carers in families affected by disabilities or illness, including advocacy for parents of children with additional support needs. www.carers.org.</p>	
	<p>VOCAL</p> <p>Voice of Carers Across Lothian</p> <p>Website: www.vocal.org.uk</p> <p>Client Groups: Carers of people of any age who need help to manage a long term condition, disability, physical or mental health problem or addiction.</p> <p>Eligibility Criteria: Being a carer and living in Edinburgh/Lothian</p> <p>Services: Information and advice, support, training, groupwork, counselling and advocacy.</p> <p>Refer by: Self referral, carer referral, professional referral</p> <p>Email: centre@vocal.org.uk Phone: 0131 622 6666</p>

Communication Disorders	
<p>Afasic Scotland</p> <p>Afasic is the UK charity representing children and young adults with communication impairments, working for their inclusion in society and supporting their parents and carers</p> <p>www.afasicscotland.org.uk 0845 3 55 55 77 - open 10.30am-2.30pm Mon – Fri</p>	
<p>National Autistic Society</p> <p>Support people affected by autism and Aspergers syndrome to live as independently as possible. Provide information, support and pioneering services, and campaign for a better world for people with autism.</p> <p>www.autism.org.uk</p>	<p>Aspire</p> <p>Client Groups: young people leaving school who have Asperger Syndrome or high-functioning autism.</p> <p>Eligibility Criteria: can work with young people with Asperger syndrome or high-functioning autism from the age of 14 through the transition from school. Services: assess need, help with future planning, support individuals as they adjust to new environments. Also provide a social support group.</p> <p>Refer by: self or appropriate agency – Email: hsc.transition.team@edinburgh.gov.uk</p> <p>Autism Initiatives</p> <p>Website: www.autisminitiatives.org</p> <p>Client Groups and eligibility criteria: people of all ages with autism and Aspergers living in Edinburgh Services: information and advice, supported living services, residential care, day activities</p> <p>Refer by: self or appropriate agency Phone: 0131 551 7260</p>
	Kindred

	<p>14 Rillbank Terrace, Edinburgh EH9 1LN Helpline: 0131 536 0583/Office: 0131 536 0360</p> <p>Website: www.kindred-scotland.org Client Groups and eligibility criteria:</p> <p>Parents, carers, professionals and young people with additional support needs in Edinburgh, Lothians and Fife.</p> <p>Services: Include: Provides advocacy and information on services available to children with additional support needs and their carers.</p> <p>Refer by: Can self refer.</p>
<p>Scottish Autism (previously Scottish Society for Autism)</p> <p>Provides services and training in education, care, support and life opportunities for people of all ages with Autistic Spectrum Disorder</p> <p>http://www.scottishautism.org 01259 720 044</p>	<p>Number 6</p> <p>Website: www.number6.org.uk</p> <p>Client Groups: Adults with high-functioning autism and Asperger syndrome</p> <p>Eligibility Criteria: as above and living in Edinburgh and the Lothians.</p> <p>Services: A one-stop shop with advice, information, social opportunities. Also offers outreach support to individuals and some supported housing.</p> <p>Refer by: self or appropriate professional.</p>
<p>Speakability</p> <p>Speakability is the UK charity that supports and empowers people with Aphasia to overcome the barriers they face.</p> <p>http://www.speakability.org.uk/About+Speakability/news/speakability_communication</p>	

<p><u>forum_scotland</u> 0808 808 9572</p>	
	<p>Teens+ (Transitional Education, Extra Needs Support)</p> <p>Website: www.teensplus.org.uk</p> <p>Client Groups: Young people aged 17 to 24 with complex additional support needs and severe communication problems who have left school</p> <p>Eligibility Criteria: See above. Also required to live in Edinburgh and funding is required from local council.</p> <p>Services: The programme comprises an extension of the students' previous education, with emphasis on the transition to a more independent life in the community.</p> <p>Refer by: appropriate agency</p>
Employability	
<p>Shaw Trust</p> <p>National charity which works with employers, social services and the disabled to help people with disabilities find employment. www.shaw-trust.org.uk</p>	<p>Referrals have to go through the DEA at Jobcentre Plus. Also add the local contact details – CBC House 24 Canning St Edinburgh EH3 8EG Tel 0131 272 2776</p>
	<p>INTOWORK</p> <p>Website: www.intowork.org.uk</p> <p>Client Groups: a specialist employment and support service for people with an acquired brain injury or Aspergers.</p> <p>Eligibility Criteria: People with Aspergers or an acquired brain injury who are motivated to look for employment or training. Must live in Edinburgh, Midlothian or East Lothian.</p> <p>Services: employment support services</p>

	<p>– vocational assessment, vocational and recruitment advice, assisted job search, support to employers, aftercare service</p> <p>Refer by: self or appropriate agency</p>
	<p>Skillspath</p> <p>Website: www.joinedupforjobs.org.uk</p> <p>Client Groups and eligibility criteria: For adults with learning disabilities eligible to receive community care services, actively seeking employment. Those from East and Midlothian would be passed to Elvos or Stem when ready to move on.</p> <p>Services: Provides work training placements (mail outs, café, office and receptions duties) as a stepping stone for people to move into work related activities such as voluntary work, paid work or training courses.</p> <p>Refer by: By a social worker, any other professional or self referral.</p>
<p>Remploy</p> <p>Remploy’s provide specialist training and support to help individuals to secure and sustain employment. Services include: Confidence Building; job Search; Applying for Work; Interview Preparation; Job Coaching; BSL Interpreters.</p> <p>http://www.remploy.co.uk/about-us.ashx</p>	
<p>Learning Disabilities</p>	
<p>Scottish Independent Advocacy Support The Scottish Independent Advocacy Alliance (SIAA)</p> <p>promotes, supports and defends the principles and practice of independent</p>	

advocacy across Scotland. http://www.siaa.org.uk	
British Dyslexia Association Provides advice and support to dyslexic people and those with whom they come into contact as well as campaigning on behalf of dyslexic people and promoting research. www.bdadyslexia.org.uk 0845 251 9002	
Cornerstone Providing services for adults and children with learning disabilities. http://www.cornerstone.org.uk/	
Down's Syndrome Association Information and help for people with Down's Syndrome. www.downs-syndrome.org.uk	
Down's Syndrome Scotland Down's Syndrome Scotland offers a range of support services and information for individuals with Down's Syndrome, their families and people working with them. www.dsscotland.org.uk 0131 313 4225	
Dyslexia Action Scotland Dyslexia Action provide services and support for people with dyslexia or literacy difficulties focusing on assessment and education http://www.dyslexiaaction.org.uk	
Dyslexia Scotland	

<p>Dyslexia Scotland is the voluntary organisation representing the needs and interests of dyslexic people in Scotland.</p> <p>www.dyslexiascotland.org.uk 0844 800 84 84 helpline open 10am-1pm and 2pm-4pm</p>	
<p>Enable Scotland</p> <p>Campaigns for a better life for children and adults with a learning disability and supports individuals and families. Run a growing range of flexible services, including training and supported employment for individuals based on their interests.</p> <p>www.enable.org.uk</p> <p>0141 226 4541</p>	<p>Enable Stepping Up Project</p> <p>Offered in some schools in Edinburgh. The project is geared towards employment and supports young people into their final year at school and for up to a year after school leaving.</p> <p>Employability Fund programme at Stage 3 in Edinburgh and at stages 2 and 3 in West Lothian.</p> <p>Hired This programme provides one to one employment support to adults with disabilities. People can self refer. Tel: 0131 220 8255</p>
	<p>The Engine Shed</p> <p>19 St Leonard's Lane Edinburgh EH8 9SH Tel 0131 662 0040</p> <p>Website: www.theengineshed.org</p> <p>Client Groups and eligibility criteria: For adults with learning or other disabilities.</p> <p>Services: Supported work training. Trainees learn work and social skills by working in the bakery, café or tofu production unit and can access college or work experience outside the Engine Shed.</p> <p>Refer by: By a social worker as places need to be funded. Apply early.</p>
	<p>FAIR</p>

	<p>95 Causewayside Edinburgh EH9 1QG Tel 0131 662 1962 www.fairadvice.org.uk.</p> <p>Produces publications for school and college leavers with information about adult training centre provision, college course, work and leisure opportunities in Edinburgh and benefits etc. Can offer assistance to those outside of Edinburgh who call in or phone for advice.</p>
	<p>Garvald</p> <p>Office Garvald Centre 600 Gorgie Road Edinburgh EH11 3AL Tel 0131 228 3712.</p> <p>Website: www.garvaldedinburgh.org.uk</p> <p>Client Groups and eligibility criteria: For adults with learning disabilities.</p> <p>Services: Offers full, part time day and residential placements with a chance to use creative skills e.g. woodwork, ceramics, weaving, stained glass work, tool renovation, baking and cookery. There is also chance to do music, voluntary work, college courses and work experience.</p> <p>Refer by: By a social worker as places need to be funded. Apply early as the waiting list can be several years.</p> <p>Garvald Columcille 2 newbattle Terrace Edinburgh EH10 4RT Tel 0131 447 7404 Garvald Glenesk 15 and 16 Avenue Road Dalkeith EH22 3BS Tel 0131 454 0031</p>

	<p>Website: www.columcille-centre.co.uk www.garvaldglenesk.org</p> <p>Client Groups and eligibility criteria: For adults with learning or other disabilities.</p> <p>Services: Columcille offers four workshops including café, crafts, woodwork and gardening. Glenesk is a small residential project offering art, gardening, music and dance as well as outings into the community Refer by: By a social worker as places need to be funded. Apply early.</p> <p>Garvald West Linton EH46 7HJ Tel 01968 682211 www.garvaldwestlinton.org.uk provides residential and day services, training activities and further education to adults from across Scotland. Workshops in crafts, baking, woodwork, laundry, domestic duties, cooking, estate work, gardening, music and drama. Chance to gain qualifications with Borders College. One to one support can be arranged.</p>
	<p>Inclusion Alliance 15 John Cotton Business Centre 10 Sunnyside Edinburgh EH7 5RA Tel 0131 477 6501</p> <p>Website: www.inclusionalliance.org.uk</p> <p>Client Groups: For adults with learning disabilities with high support needs.</p> <p>Eligibility Criteria: As above. Often require one to one support and sometimes have additional medical and physical needs.</p> <p>Services:</p>

	<p>Using direct payments they support people for 31 hours per week and 50 weeks of the year so that they can access their local communities more fully as an alternative to attending a traditional day centre.</p> <p>Refer by: By a social worker</p>
	<p>Orcadia</p> <p>3 Windsor Place Edinburgh EH15 2AJ Tel 0131 669 1075</p> <p>Website: www.orcadiacentre.org.uk</p> <p>Client Groups and eligibility criteria: For adults and young people with disabilities.</p> <p>Runs a creative arts programme and youth club and aims to improve the social skills of adults and children with additional support needs through music, dance, drama, movement, mime, puppetry and creative arts either done individually or in groups. There is a café, trampoline centre and youth club and a creative construction programme for adults 16-24 yrs for 2 days per week in class activities and a day work experience in the centre certified by Borders College.</p> <p>Refer by: By a social worker as this needs to be funded by the Social Work Department.</p>
<p>PAMIS</p> <p>Works with people with profound and multiple learning disabilities, their family carers and professionals who support them.</p> <p>www.pamis.org.uk</p>	
<p>Scottish Consortium of Learning Disability</p> <p>Work with people with all ages who have</p>	

<p>learning disabilities and their family carers. http://www.sclcd.org.uk</p>	
	<p>Tiphereth</p> <p>49 Torphin Road Colinton Edinburgh EH8 9SH Tel 0131 441 2055</p> <p>Website: www.tiphereth.org.uk</p> <p>Client Groups and eligibility criteria: For adults with learning or other disabilities.</p> <p>Services: Provides day activities such as working in the wool workshop, gardening, helping the Pentland Ranger Service to build paths etc, composting and therapeutic based activities e.g. art, craft, music, cooking and cultural events. Has a few residential places. Refer by: By a social worker as places need to be funded. Apply early</p>
	<p>Action Group</p> <p>Norton Park Centre, 57 Albion Rd Edinburgh EH7 5QY Tel 0131 475 2315</p> <p>Website: www.actiongroup.org.uk</p> <p>Client Groups and eligibility criteria: For adults and young people with learning disabilities and their carers who live in Edinburgh. Some services can be bought in for people from other parts of the Lothians (please check).</p> <p>Services: include a Children and Young Peoples Service with support to attend school, play or leisure activities and the wider community. Also supports siblings and the family. Housing Support- support to find/ live in their own home or family home.</p>

	<p>Care Homes-support for those living in their care homes to live the lives they have chosen.</p> <p>Welfare Rights Advice-independent information and advice on benefits especially at transition points. They operate an income maximisation project for young people aged 16-25 from East Lothian.</p> <p>BEMAS – is a service for black and ethnic minority people.</p> <p>Refer by: Self referral.</p>
	<p>EDG (Edinburgh Development Group)</p> <p>Unit 15 John Cotton Business Centre Sunnyside Edinburgh EH7 5RA Tel 0131 476 0522</p> <p>Website: www.edg-sco.org</p> <p>Client Groups and eligibility criteria: For adults and young people with learning disabilities and their parents and carers as well as some work with those with physical disabilities, older people and the homeless living in Edinburgh. Give advice and information about setting up person centred plans for disabled people and allowing their voice to be heard.</p> <p>Refer by Professionals, families or self referral</p>
	<p>Upward Mobility</p> <p>Website: www.upwardmobilityproject.com</p> <p>Art's complex (St Margaret's House) 151 London Road Edinburgh EH7 6AE tel 0131 661 4411</p> <p>Client Groups and eligibility criteria:</p>

	<p>For adults with learning or other disabilities eligible to receive community care services.</p> <p>Services: Help for adults who have left school or college to access leisure type activities. Offer workshops e.g. art, music, drama, creative movement, dance, photography, digital skills and gardening. Can also help plan individual packages with one to one support as needed.</p> <p>Refer by: By a social worker as places need to be funded. Apply early.</p>
<p>Mental Health</p>	
	<p>Forth Sector</p> <p>Website: www.forthsector.org.uk</p> <p>Client Groups and eligibility criteria: people experiencing mental illness and who are unemployed and who are motivated to attend and keen to develop their employability</p> <p>Services: development of employability skills, work placements, vocational training</p> <p>Refer by: GPs, mental health teams, health services, other employment and mental health related services</p>
<p>Momentum</p> <p>Helps disabled and excluded people throughout Scotland achieve their potential. Includes information about activities and fund-raising.</p> <p>www.momentumscotland.org</p>	

<p>Penumbra</p> <p>A mental health charity which aims to improve mental well being throughout Scotland.</p> <p>www.penumbra.org.uk</p>	
<p>SAMH (Scottish Association for Mental Health)</p> <p>Information services and direct services (housing and employment) for people with mental health problems.</p> <p>www.samh.org.uk 2-4pm Monday to Friday freephone 0800 917 34 66</p>	<p>Scottish Association for Mental Health</p> <p>Website: www.samh.org.uk</p> <p>Client Groups: people with mental health difficulties</p> <p>Eligibility Criteria: can support up to 50 service users from within Edinburgh city</p> <p>Services: Redhall Walled Garden-training in horticulture, conservation , maintenance skills, ITC, admin and life skills</p> <p>Refer by: via assessment by an appropriate agency</p>
<p>Tourette Scotland</p> <p>Tourette Scotland provides advice and support for children and adults with Tourette syndrome and the people who live and work with them.</p> <p>www.tourettescotland.org 0300 11 11 462</p>	
<p>Turning Point</p> <p>Turning Point provided services in Scotland - it provides a person centred service for individuals with severe and enduring mental health issues.</p> <p>http://www.turningpointscotland.com</p>	
<p>Young Minds</p>	

<p>A national charity committed to improving the mental health of children and young people. Offers a Parents' Information Service, leaflets and booklets as well as a magazine.</p> <p>www.youngminds.org.uk 0808 8025544</p>	
<p>Physical Disability</p>	
<p>Action on Hearing Loss (formerly RNID)</p> <p>Royal National Institute for the Deaf Provides wide range of support to people who are deaf or hard of hearing. www.rnid.org.uk now</p> <p>www.actiononhearingloss.org.uk Telephone 0808 808 0123 (freephone) Textphone 0808 808 9000 (freephone)</p>	
<p>Deaf Action</p> <p>Provides a range of services to deaf, deafblind and hard of hearing people, their families and carers, mainly in Edinburgh and the Lothians.</p> <p>www.deafaction.org</p>	<p>Deaf Action</p> <p>Website: www.deafaction.org</p> <p>Client Groups: Individuals with a hearing impairment</p> <p>Services: Communication support, specialist equipment, training, advice, care and support and other useful information</p> <p>Refer by: Phone and email – self refer</p>
<p>Deafblind Scotland</p> <p>To help deafblind people in Scotland live as rightful members of their own communities and to encourage and support contact between deafblind people and sighted hearing people.</p> <p>http://www.deafblindscotland.org.uk 0141 777 6111</p>	
<p>Headway</p>	

<p>Brain injury association promoting understanding of all aspects of head injury. Provides information, support and services to people who have suffered a head injury, their family and carers.</p> <p>www.headway.org.uk 0808 800 2244</p>	
<p>National Deaf Children Society (NDCS) Scotland</p> <p>NDCS aims to remove the barriers to the achievement of deaf children.</p> <p>www.ndcs.org.uk 0808 800 8880</p>	
<p>Royal Blind</p> <p>Royal Blind operates four distinct services: The Royal Blind School, Forward Vision, Braeside House, and the Scottish Braille Press.</p> <p>http://www.royalblind.org</p>	
<p>Royal National Institute for the Blind</p> <p>Offers advice and support to people with sight problems in areas such as education, training, employment and leisure www.rnib.org.uk</p> <p>RNIB Employment and Learning Centre www.rnib.org.uk</p> <p>Client Groups and eligibility criteria: Blind and visually impaired people throughout Scotland and the North of England. Services: Designed to enhance the independence of blind and partially sighted people and to help them secure the best possible employment opportunities. Refer by: Self or by a professional</p>	<p>RNIB Employment and Learning Centre</p> <p>Website: www.rnib.org.uk Client Groups and eligibility criteria: Blind and visually impaired people throughout Scotland and the North of England.</p> <p>Services: Designed to enhance the independence of blind and partially sighted people and to help them secure the best possible employment opportunities.</p> <p>Referrals can be by the DEA via the Shaw Trust's Work Choice Programme Individuals can also use the Employment Hubs for support with job search after an initial assessment which can be arranged by ringing for an appointment with the Employment</p>

	Team -0131 657 8200.
<p>Sense Scotland</p> <p>Sense Scotland provides services and is involved in policy development for children and adults with complex support needs due to deafblindness or sensory impairment, learning disability or physical disability.</p> <p>www.sensescotland.org.uk</p>	
	<p>Visualise</p> <p>Website: www.visualise.org.uk</p> <p>Client Groups and eligibility criteria: Multi-disabled visually impaired young adults</p> <p>Services: Residential post-school community based activities - allows young adults to fulfil their maximum physical, intellectual, emotional and social potential.</p> <p>Refer by: Contacting the Development Manager at Visualise: Norton Park, 57 Albion Road, Edinburgh, EH7 5QY Tel: 0131 475 2337</p>
Other relevant organisations	
<p>Advocacy</p>	<p>Kindred</p> <p>14 Rillbank Terrace, Edinburgh EH9 1LN Helpline: 0131 536 0583/Office: 0131 536 0360</p> <p>Website: www.kindred-scotland.org</p> <p>Client Groups and eligibility criteria: Parents, carers, professionals and young people with additional support needs in Edinburgh, Lothians and Fife.</p> <p>Services:</p>

	<p>Include: Provides advocacy and information on services available to children with additional support needs and their carers.</p> <p>Refer by: Can self refer.</p>
	<p>NHS Carer Support</p> <p>Website: www.nhslothian.scot.nhs.uk</p> <p>Client Groups and eligibility criteria: Carers in Lothian</p> <p>Services: Information, advocacy and advice, stress management courses and counselling, respite, financial and benefit advice, courses on specific medical conditions, support groups, 1:1 case work</p> <p>Refer by: Through carer support team: 0131 536 3371 carer.support@luht.scot.nhs.uk</p>
	<p>Partners in Advocacy</p> <p>The McIntosh Suite, 2nd Floor Beaverhall House 27/5 Beaverhall Road Edinburgh EH7 4JE Phone: 0131 478 7723/7724</p> <p>Website: www.partnersinadvocacy.org.uk</p> <p>Client Groups and eligibility criteria: Adults with learning disabilities. Advocacy for children and young people with additional support needs. Also mental health advocacy for 11-21 year olds who use or have used mental health services (depending on area they live in).</p> <p>Services: Include:</p>

	<p>IN Edinburgh they Provide short-term advocacy for adults. Also provide an advocacy service for children & young people with any additional support needs and a mental health advocacy service for 11-21 year olds who use or have used mental health services. Also provide short term advocacy for those with physical disabilities, acquired brain injury and aspergers syndrome. In Midlothian they provide short term advocacy for those with learning disabilities. In East Lothian they provide short term and collective advocacy for adults with learning disabilities. Refer by: Can self refer.</p> <p>People First</p> <p>77-79 Easter Road Edinburgh EH7 5PW</p> <p>Tel 0131 478 7707</p> <p>Website: www.peoplefirstscotland.org</p> <p>Client Groups and eligibility criteria: Adults with learning disabilities.</p> <p>Services: Include: Provides independent self-advocacy and collective advocacy for people with learning difficulties. Can help with issues such as housing, benefits, relationships, police, criminal justice or child protection issues or helping individuals cope with the effects of difficulties in their lives. They also run group advocacy and can help individuals represent their views to other agencies. Refer by: Can self refer.</p> <p>CAPS The consultation and advocacy promotion service. Old Stables</p>
--	---

	<p>Eskmill Park Musselburgh EH21 7PQ Tel 0131 273 5118</p> <p>Website: www.capsadvocacy.org</p> <p>Client Groups and eligibility criteria: For those who use or have used mental health services in the past living in Edinburgh, East and Midlothian.</p> <p>Services:</p> <p>Provides independent advocacy support to people (adults) who have experience of mental health difficulties in the community as well as supporting people in hospital. Issues include housing, employment, children and families, benefits, health and other matters affecting well-being. Can also give support at mental health tribunals and provide staff training on some mental health topics.</p> <p>Refer by: Can self refer.</p>
	<p>Thistle Foundation</p> <p>Niddrie Mains Rd Edinburgh EH16 4EA Tel 0131 661 3366</p> <p>Website: www.thistle.org.uk</p> <p>Client Groups and eligibility criteria: For people with disabilities and a range of health conditions.</p> <p>Services: Provides supported living and a range of activities to promote health and well being e.g. there is a gym and they run programmes in lifestyle management and stress control (mindfulness).</p> <p>Refer by: By a social worker, other professional or self referral</p>
Cyrenians	

<p>Website: www.cyrenians.org.uk</p> <p>Client Groups: homeless, people with mental health difficulties, young people in need, unemployed people and substance users, recidivists</p> <p>Eligibility Criteria: as above Services: residential communities, community gardens, recycling enterprise, support for substance use, employability programmes, housing support, mediation for young people and families.</p> <p>Refer by: self or appropriate agency</p>	
	<p>Four Square</p> <p>Website: www.foursquare.org.uk</p> <p>Client Groups: homeless people</p> <p>Eligibility Criteria: homeless Services: accommodation and support, advice and advocacy, learning and employability, can supply low cost furniture</p> <p>Refer by: self, other agencies</p>
	<p>Lothian Centre for Inclusive Living (LCIL)</p> <p>Norton Park 57 Albion Road Edinburgh EH7 5QY Tel 0131 475 2350</p> <p>Website: www.lothiancil.org.uk</p> <p>Client Groups and eligibility criteria: For disabled people, their carers/families or other professionals in Scotland though certain services are limited to those living in Edinburgh and parts of the Lothians.</p> <p>Services:</p>

	<p>Gives information and advice on living independently, managing direct payments, a payroll service for those employing their own personal assistants, training opportunities for disabled people and for organisations about disability issues, an information and advice service on disability issues (Edinburgh, Mid and East Lothian) and telephone counselling.</p> <p>Refer by: Can self refer</p>
	<p>Inclusion Alliance</p> <p>Website: www.inclusionalliance.org.uk Client Groups: People with high support needs including additional medical or physical needs. Should live in Edinburgh.</p> <p>Eligibility Criteria: see above. Support must be funded by local council. Services: One –to-one support is provided to individuals on a flexible basis to allow them to lead full lives as members of their local communities. Refer by: appropriate agency</p>
	<p>Kindred</p> <p>Website: www.kindred-scotland.org</p> <p>Client Groups: Children with additional support needs and their carers</p> <p>Eligibility Criteria: As above, living in Edinburgh</p> <p>Services: Advocacy and information service for children with additional support needs and their carers. Run information sessions and have an online library</p> <p>Refer by: Self</p>
<p>Apex Scotland</p>	

<p>Helps ex-offenders and young people at risk realise their potential through employment</p> <p>Tel: 0131 220 0130</p> <p>www.apexscotland.org.uk</p>	
<p>Big Plus</p> <p>The Big Plus is Scotland's campaign to promote the free help that's available across the country.</p> <p>http://www.thebigplus.com 0808 100 1080</p>	<p>Edinburgh Literacies</p> <p>Partnership of local literacy organisations</p> <p>Website: www.edinburghliteracies.org.uk</p> <p>Client Groups: Individuals who wish to improve their literacy skills. We work in all parts of the city, in Community Learning and Development centres and Further Education colleges including workplace learning, English for speakers of other languages (ESOL), health and literacy, and the Voluntary Sector.</p> <p>Eligibility Criteria: Living in Edinburgh</p> <p>Services: Partnership of organisations working in all parts of the city – offering workplace learning, ESOL and health and literacy projects.</p> <p>Support to develop skills to:</p> <ul style="list-style-type: none"> • Read and understand leaflets, letters and newspapers Use computers to write, look for useful information on the Internet and send emails • Manage your money • Work on applications forms, cv's and interviews • Prepare and work and towards college • Help children with their homework • Prepare for work exams

	<ul style="list-style-type: none"> • Work towards SQA qualifications <p>Refer by: Phone: 0800 085 7672 Email: info@edinburghliteracies.org.uk</p>
<p>Children 1st</p> <p>Work with children and families and campaign for children's rights.</p> <p>www.children1st.org.uk</p>	
<p>Children In Scotland (see Enquire)</p> <p>A membership organisation representing the interests of children and young people in Scotland on behalf of its members.</p> <p>www.childreninscotland.org.uk</p>	
<p>Childline Scotland</p> <p>Childline Scotland offers children and young people confidential advice.</p> <p>www.childline-scotland.org.uk</p> <p>Bullying helpline: 0800 441111 (for children and young people experiencing bullying) and The Line: 0800 884444 (for children and young people living away from home)</p>	
<p>Citizens Advice Scotland</p> <p>The Citizens Advice service helps people resolve their legal, money and other problems by providing free, independent and confidential advice, and by influencing policymakers.</p> <p>www.cas.org.uk</p>	
<p>Directgov</p> <p>Provides information on a range of subjects including looking for work, financial support, tax information, benefits</p>	

<p>and adult learning and skills. The website also contains online benefit and allowances application forms.</p> <p>www.direct.gov.uk</p>	
<p>Education Scotland (previously Learning and Teaching Scotland)</p> <p>Education Scotland is the national body responsible for reviewing the curriculum, developing assessment to support learning and providing national guidance and advice to the education system on the use of ICT to support learning and teaching.</p> <p>www.educationscotland.org.uk</p>	
<p>Equality and Human Rights Commission</p> <p>Information and advice on legislation and rights.</p> <p>www.equalityhumanrights.com</p> <p>Equity in Education aims to improve educational and social outcomes for children and young people, particularly those with additional support needs. Their services include the Transforming Transitions project.</p> <p>www.equityineducation.org.</p>	
<p>Inspiring Scotland</p> <p>A venture philanthropy organisation that looks at improving the lives of Scotland's most vulnerable people.</p> <p>http://www.inspiringscotland.org.uk/Home</p>	
<p>JobCentre Plus Disability Employment Support</p> <p>Disability Employment Advisers (DEA) is based in the following Jobcentre Plus offices. Refer to local office.</p>	
<p>Local Authority</p>	.

<p>Provide housing support, literacy and numeracy, educational and psychological services, community learning and development youth work team, supported employment services.</p>	
<p>NHS24</p> <p>NHS 24 provides information and advice on health services, practices and procedures.</p> <p>www.nhs24.com 0845 4242424</p>	
<p>Racial Equality Council</p> <p>Refer to local information</p>	
<p>Schoolhouse Home Education Association</p> <p>Schoolhouse offers information and support related to home-based education.</p> <p>www.schoolhouse.org.uk</p>	
<p>Scottish Council Voluntary Organisations (SCVO)</p> <p>Provides information about voluntary groups, projects and volunteer opportunities in local areas. Please refer to local office.</p> <p>www.scvo.org.uk</p>	
<p>Scottish Child Law Centre</p> <p>The Scottish Child Law Centre is the only law centre in Scotland working exclusively for children and young people, providing free expert legal advice.</p> <p>www.sclc.org.uk 0800 328 8970</p>	
<p>Scottish Government</p> <p>The official website of the Scottish government gives news and information</p>	

<p>about government publications, reports and government consultations.</p> <p>www.scotland.gov.uk</p>	
<p>Scottish Mediation Network</p> <p>The Scottish Mediation network aims to ensure mediation becomes a core part of resolving disputes and provides information on mediation services available in Scotland.</p> <p>www.scottishmediation.org.uk</p>	
<p>Scottish Network for Able Pupils (SNAP)</p> <p>SNAP provide support and advice to schools on how to meet the needs of highly able pupils.</p> <p>www.ablepupils.com</p>	
<p>Scottish Public Services Ombudsman (SPSO)</p> <p>The SPSO is the final stage in handling complaints about public services in Scotland.</p> <p>www.spsso.org.uk 0800 377 7330</p>	
<p>Scottish Refugee Council</p> <p>The Scottish Refugee Council provides advice, information and assistance to asylum seekers and refugees living in Scotland.</p> <p>www.scottishrefugeecouncil.org.uk</p>	
<p>Scottish Traveller Education Programme (STEP)</p> <p>www.scottishtravellered.net</p>	
<p>Transforming Transitions</p>	

<p>Transforming Transitions provides person-centred planning for children and young people around school transition times.</p> <p>www.equityineducation.org.</p>	
<p>Victim Support Scotland Offers support to victims and witnesses of crime.</p> <p>www.victimssupportsco.org.uk</p>	
<p>Volunteer Scotland</p> <p>Scotland's gateway to volunteering. Includes database of volunteering organisations. See also local volunteer centre.</p> <p>http://www.volunteerscotland.org.uk</p>	
<p>WEA</p> <p>The WEA is a provider of community-based and workplace-based adult learning. We make a unique contribution to lifelong learning. The WEA's priority is to reach people who face barriers to learning.</p> <p>http://www.weascotland.org.uk</p>	
<p>Who Cares? Scotland</p> <p>Who Cares? Scotland provides support, information and advocacy for children and young people who are in care, looked after and accommodated in Scotland.</p> <p>www.whocarescotland.org</p>	
<p>Youth Services</p>	
	<p>MECOPP</p> <p>Website: www.mecopp.org.uk</p> <p>Client Groups and eligibility criteria: Black and minority ethnic carers and communities</p>

	<p>Services: Casework and representation, respite and training, advice and information</p> <p>Refer by: Self – email: info@mecopp.org.uk Chinese language line: 0131 467 2996 Asian language line: 0131 467 2997</p>
	<p>Artlink 13a Spittal Street Edinburgh EH3 9DY Tel 0131 229 3555.</p> <p>Website: www.artlinkedinburgh.co.uk</p> <p>Client Groups and eligibility criteria: For people experiencing disability or disadvantage who wish to take part in the arts.</p> <p>Services: Artlink support a range of opportunities for individuals to get involved in the arts: as an audience member, through arts programmes in local communities and in hospitals</p> <p>Refer by: Can self refer</p>
	<p>Princes Trust</p> <p>Website: www.princes-trust.org.uk</p> <p>Client Groups and eligibility criteria: People aged 13 to 30 years who have struggled at school, have been in care, are long term unemployed or have been in trouble with the law. Fairbridge has now joined up with the Princes Trust and offer a variety of programmes.</p> <p>Services: Include: Provide practical and financial support to develop key workplace skills such as confidence and motivation.</p>

	Refer by: Can self refer or be referred by professionals.
	<p>NCH Hype project</p> <p>Website: www.nch.org.uk</p> <p>Client Groups and eligibility criteria: young people living in Edinburgh under 18 at the time of referral and been using either drugs, alcohol or volatile substances</p> <p>Services: counselling and support, assessments for substitute prescribing, detoxification or assessment of mental health issues.</p> <p>Refer by: self or anyone else</p> <p>LGBT Youth Scotland</p> <p>Website: www.lgbtyouth.org.uk</p> <p>Client Groups and eligibility criteria: For adults and young people who are gay, lesbian, bisexual or have transgender issues. Work to improve the health and wellbeing of LGTB youth and LGTB communities in Scotland.</p> <p>Refer by: can self refer</p>

SECTION 6: CASE STUDIES

Modern Apprenticeship Case Study: Stephanie McDonald



March 2013

Stephanie McDonald of Drumchapel is sowing the seeds of success in the final year of a horticulture Modern Apprenticeship with Glasgow City Council. Stephanie is currently grounds keeping at Scotstoun Leisure Centre, but has also worked in the glasshouses at the Botanic Gardens. The 20-year-old, who has learning difficulties, enjoys the variety of her job.

“We usually spend six months in each section, or a different park. I like meeting new people and doing new things, so it is really good for me,” she explained.

Her initial application for an apprenticeship was unsuccessful, but she successfully re-applied. “One of the things that I have with my learning difficulties is that I am dyslexic. My work has been good, they give me help when I need it, so it has been fine,” explained Stephanie.

The former Abercorn Secondary pupil had her initial training at the Council’s Daldowie training centre. She has found her Modern Apprenticeship – which is delivered by Skills Development Scotland - very enjoyable, occasionally challenging, and is on track that to complete it later this year.

Leader of Glasgow City Council, Cllr Gordon Matheson said: “Glasgow is the only place in Scotland where every young person is guaranteed work, an apprenticeship or

training after leaving school. The most important thing is that Stephanie is enjoying her apprenticeship, learning from it – and gaining skills and experience that will help her find work.”

Andrew Crosbie case study



A Glasgow teenager who has autism has beaten bullies by becoming a Modern Apprentice and raising money for charity.

Andrew Crosbie enjoyed his time at school but sometimes found it stressful due to bullying by some classmates.

The 18 year old, from Sandyhills, was hoping to get a job in the administration sector and build on his Higher qualifications.

He worked with Skills Development Scotland’s (SDS) Career Coach Graeme Barrett Andrew on his employability skills including CV preparation and interview techniques. He said he was always able to access support quickly and easily from Graeme and his colleagues at SDS’s Parkhead centre.

This led to a Modern Apprenticeship in Business Administration with the SQA where Andrew is currently based in their finance department.

“I have a two year apprenticeship with the SQA and am working on a SVQ Level 3 and HNC in Administration and IT at City of Glasgow College,” explained Andrew.

He added: "I enjoy meeting new people in all the different departments that I worked in since I started at the SQA and I enjoy learning new skills. I am also on the SQA's Health and Wellbeing committee which I enjoy as I get to raise more awareness of the cancer support centre I help in."

"I wanted this type of job because it will help me to build on my skills and it is good to work for such a large public sector body. The best bit is meeting new people and learning new things," said Andrew.

He believes the Modern Apprenticeship works well for him because it allows him to combine the practical elements with college. "By going to college for one day each week I am learning more about financial transactions as well as personal development planning, which has allowed me to identify areas that I need to work on," he added.

Andrew's hopes for the future include progressing in his career at the SQA and doing some travelling.

A major focus for him is the volunteering he does for Cancer Support Scotland. This began two years ago when a member of his family was diagnosed with the illness.

"I help out as a lead fundraiser which involves me contacting people for donations, undertaking bucket collections, cheering on sponsored runners at our events and promoting other events for people to take part in," he explained.

Andrew recently completed 200 hours of volunteering and received a Saltire Award, which formally recognises the commitment and contribution of young people volunteering in Scotland.

Employability Fund Case study: Samuel Rennie



2013/14

A Glasgow teenager with Aspergers Syndrome has achieved what education professionals did not believe was possible, thanks to employability support aimed at helping young people into work.

Samuel Rennie, 16, expected it would be a challenge to get a job when he left school because he believed many employers would be put off by his autism.

Samuel was referred to the Employability Fund by Glasgow City Council's Commonwealth Apprenticeship Initiative.

He took part in a series of training and group-working sessions as well as completing a placement with Glasgow Housing Association (GHA) in Business Administration.

Trainer Mairi Hindmarsh said: "Samuel had a clear idea of what he wanted to achieve right from the start, and although he struggled with some aspects of the training programme at first, he gradually grew in confidence."

Samuel impressed the employer during his placement and as a result, was the first in his group to be offered a Modern Apprenticeship with GHA.

Samuel said: "I love my job and without the support of the Employability Fund and the training officers, who taught me how to behave in the workplace and gave me lots of advice, I would not be where I am today."

“I’m learning something new in my job every day and I’ve recently started answering the phones which I am really enjoying because I am not the most confident public speaker but the whole process makes me feel useful.

“There is nothing wrong with people with autism – we are just a bit different - but as willing to work and help as everybody else.

“GHA saw that and I cannot thank them enough for this opportunity and hope to gain full-time employment with them after my apprenticeship.”

Samuel’s family have noticed a major change in him since he began the training programme and secured his Modern Apprenticeship.

His mother Audrey said: “Samuel leaves for work every morning highly motivated, enthusiastic and proud of the work he undertakes.

“This position is not only an emotional boost to his confidence, it has allowed him to develop self-worth and respect as well.

“As a family we are all so proud of Samuel and the strength and determination it requires for him to face his barriers and develop as a young working adult.”

Samuel’s mentor at GHA, Alex Glass, added: “Samuel is very sociable, great to work with and impressed right from day one.

“To us he’s no different to any other sixteen year old.”

Funding from Skills Development Scotland’s Employability Fund was used to provide Samuel with the tailored support he needed to land his first job.

The Employability Fund Helpline for individuals is 0800 917 8000 and the employers’ helpline is 0800 783 6000.