

# Skills & Employability

Delivering high quality, employability, skills and training services

SERVICE BROCHURE

Call **0333 300 1900** Email **information@entrust-ed.co.uk**  
or visit **www.entrust-ed.co.uk** to find out more.

 Entrust Education Improvement  Entrust Support Services Limited  @entrustEDU

**entrust**  
Inspiring Futures

We deliver **high quality**, employability,  
skills and training services.

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# Skills & Employability

We work in partnership with schools, academies, employers and local authorities to support young people and adults to develop their employability and skills.

**Our teams are passionate about empowering students and communities to make well-informed, realistic and aspirational decisions about their future.**

Our Skills & Employability service provide careers guidance, work experience, STEM engagement opportunities and deliver professional development and training.

## How we can help

We take pride in the delivery of high quality services which have a positive, long-lasting impact on our customers and the communities which we serve.

### Our services include:

- Employment and skills programmes
- Services for young people and adults
- Targeted interventions that can be tailored to meet the needs of young people and adults
- STEM Ambassador Programme and employer engagement

## Outcomes for you:



### Compliance

Meet your statutory responsibilities with regards to securing access to independent and impartial information, advice and guidance to all pupils.



### Improved Outcomes

Discover a variety of interventions to develop employability skills, resulting in sustained progression in employment, education or training.



### Wider Support Networks

We facilitate access to local employers and wider networks of support, providing exposure to the world of work.



### Upskill Your Workforce

Our learning programmes focus on building the skills of your workforce.



# Careers guidance to support your careers programme

**We provide bespoke information, advice and guidance (IAG) solutions to schools and colleges to support your careers programmes and help you to achieve the Gatsby Benchmarks. Our Careers Advisers are all qualified to level 6 Information, Advice and Guidance**

We believe every young person deserves access to expert careers guidance to help them make well-informed decisions about their future. Every student has different skills, values, qualifications, aspirations and motivations and we draw on those individual qualities to help us tailor our careers guidance, motivate students and ultimately inspire futures.

**We support students to make informed decisions on:**

- The full range of options available to them
- Further education, apprenticeships, higher education, employment, training routes, internships and GAP years
- The variety of careers locally, nationally and internationally
- How to research universities, complete a UCAS statement, the clearing process and student finance
- How to write a CV, search and apply for jobs and prepare for the interview process

The sessions have been tried and tested in schools, are mapped against the Career Development Institute (CDI) framework for careers, employability and enterprise education', and incorporate guidance from the Careers Enterprise Company in terms of what works.

## **A Flexible Delivery Model**

The team are constantly updating their knowledge on the labour market and work closely with employers to understand the skills and qualities needed to compete in the modern labour market. Our flexible delivery model means we can provide expert careers guidance to suit your school/college timetable and provide out of hours support at key times such as at parent's evenings and recruitment events.

## **Gatsby Benchmarks**

We offer a range of Careers Guidance Support Packages designed to engage young people and help you to meet the various Gatsby Benchmarks.

- Personal Careers Guidance (Gatsby Benchmark 3, 8)
- Bespoke Careers Activity (Gatsby Benchmark 2, 3, 8)
- Business Enterprise Challenge Day (Gatsby Benchmark 5)
- Challenging Stereotypes (Gatsby Benchmark 3, 5)
- Group Sessions (Gatsby Benchmark 2, 3, 8)
- Whole School Careers Education, Information Advice and Guidance (CEIAG) Package (Gatsby Benchmark 2, 3, 5, 8)

In addition to our IAG service to students, we also offer a range of training services to schools and colleges, including:

- Careers Leader Training (Careers Enterprise Company approved)
- Accredited Guidance Training at Level 3, 4 and 6
- Careers CPD Training for teachers and school staff
- Quality in Careers Standard





# Quality in careers standard

## **The Quality in Careers Standard is the nationally recognised careers quality award for education providers.**

The Quality in Careers Standard is the nationally recognised careers quality award for education providers. DFE "strongly recommend that all schools work towards the updated Quality in Careers Standard, incorporating Compass, to support the development of their careers programme."

***Entrust are one of 10 licensed awarding bodies nationally for the Quality in Careers Standard.***

The Quality in Careers Standard is fully aligned with the Gatsby benchmarks. The Standard offers an opportunity for schools to undergo an external evaluation of their careers programme and so is distinct from the Compass self-assessment.



## **The Quality in Careers Standard enables school to:**

- Provide impartial evidence about the quality and impact of your careers provision.
- Inspire your students and teachers to be ambitious and aspirational in their careers planning.
- Verify that you are meeting, and exceeding, your statutory duties for providing the very best guidance to your students, to help them participate in learning, and reach their full potential.
- Demonstrate to parents, your governing board and stakeholders, that you are one of the very best schools or colleges nationally for CEIAG.

Our experienced assessors will guide you through the assessment process and support you to develop and enhance your Careers offer. We will assess your CEIAG provision against national standards and give clear recommendations and actions to meet national best practise.



# Careers Leader Training

**The Careers Strategy 2017 requires all schools and colleges to appoint a Careers Leader. Careers Leaders have the responsibility for the delivery of a school's careers programme.**

**They should be ensuring, among other things, that:**

- The school has a good careers programme that meets the expectations set out in the Gatsby Benchmarks
- The school has published on its website details of its careers programme and arrangements for providers of technical education or apprenticeships to talk to pupils
- The destinations of young people from the school are tracked and that this information is used to improve the effectiveness of the school's careers programme
- The Careers Leader Training programme supports the Careers Leader to meet these requirements and meets the Careers Enterprise Company learning outcomes for a Careers Leader training programme. Careers Leaders have the choice of whether to complete the non accredited or an accredited course.

The training is delivered by attendance at four face to face sessions over a period of four months, ongoing support is provided by the use of an individual OneFile account. Learners choosing to complete the accredited course will continue with support of an assessor in their workplace to complete the competency based assessments.







# STEM activities & opportunities

**Entrust is one of the 19 National Science, Technology, Engineering and Maths (STEM) Ambassador HUBs selected by STEM Learning to offer STEM activities and opportunities across Staffordshire and Shropshire.**

Through the STEM Ambassador Programme we actively recruit professionals and enthusiasts with STEM backgrounds to assist in the delivery of services to companies, schools, colleges, universities and community groups to encourage the development of STEM subjects and raise awareness of industry needs.

STEM Ambassadors use their enthusiasm and commitment to encourage young people to enjoy STEM subjects. They inspire young people and support teachers in the classroom by explaining current applications of STEM in industry or research.

We are currently engaging with **over 1,500 STEM Ambassadors** who aim to understand the needs of employers and engage with pupils and teachers to develop vocational, professional and technical skills and competencies within the STEM arena.

## STEM Employers

If you're an employer within the STEM arena and think you can use your expertise and passion to inspire the next generation – then we'd love to hear from you. Contact us to find out more.

## STEM Ambassadors

Entrust coordinates the Staffordshire & Shropshire STEM Ambassador Hub to help inspire young people in science, technology, engineering and mathematics. STEM Ambassadors cross all ages and backgrounds, representing thousands of different employers across the UK. Our Ambassadors include apprentices, zoologists, set designers, climate change scientists, engineers, farmers, geologists, nuclear physicists, and architects. They help to open the doors to a world of opportunities and possibilities which come from pursuing STEM subjects and careers. They not only inspire young people; they also support teachers in the classroom by explaining current applications of STEM in industry or research.

The UK-wide STEM Ambassador programme is managed by STEM Learning, which operates the National STEM Learning Network, alongside other projects supporting STEM education.

Please get in touch to find out how we can help you inspire your young people, incorporate STEM into your curriculum or to find out more about motivating young people by becoming a STEM Ambassador. Please email [stemambassadors@entrust-ed.co.uk](mailto:stemambassadors@entrust-ed.co.uk)

# Ionising Radiation Protection

## **We provide Ionising Radiation Protection Officer inspections for secondary schools and academies holding Ionising Radiation sources in their Science departments.**

These inspection visits and the reports resulting from them are required every two years if schools are to comply with the Ionising Radiation Regulations for schools. The inspection visits carried out by a qualified RPO cover the monitoring of the safe use and storage of radioactive materials in schools.

Working in partnerships with schools our service enables schools to ensure that safe working practices for the storage and use of radioactive materials are in place, to comply with the Ionising Radiations Regulations 2017 through the adoption of CLEAPSS guidance '**L93 Managing Ionising Radiations and Radioactive Substances in Schools and Colleges**'.

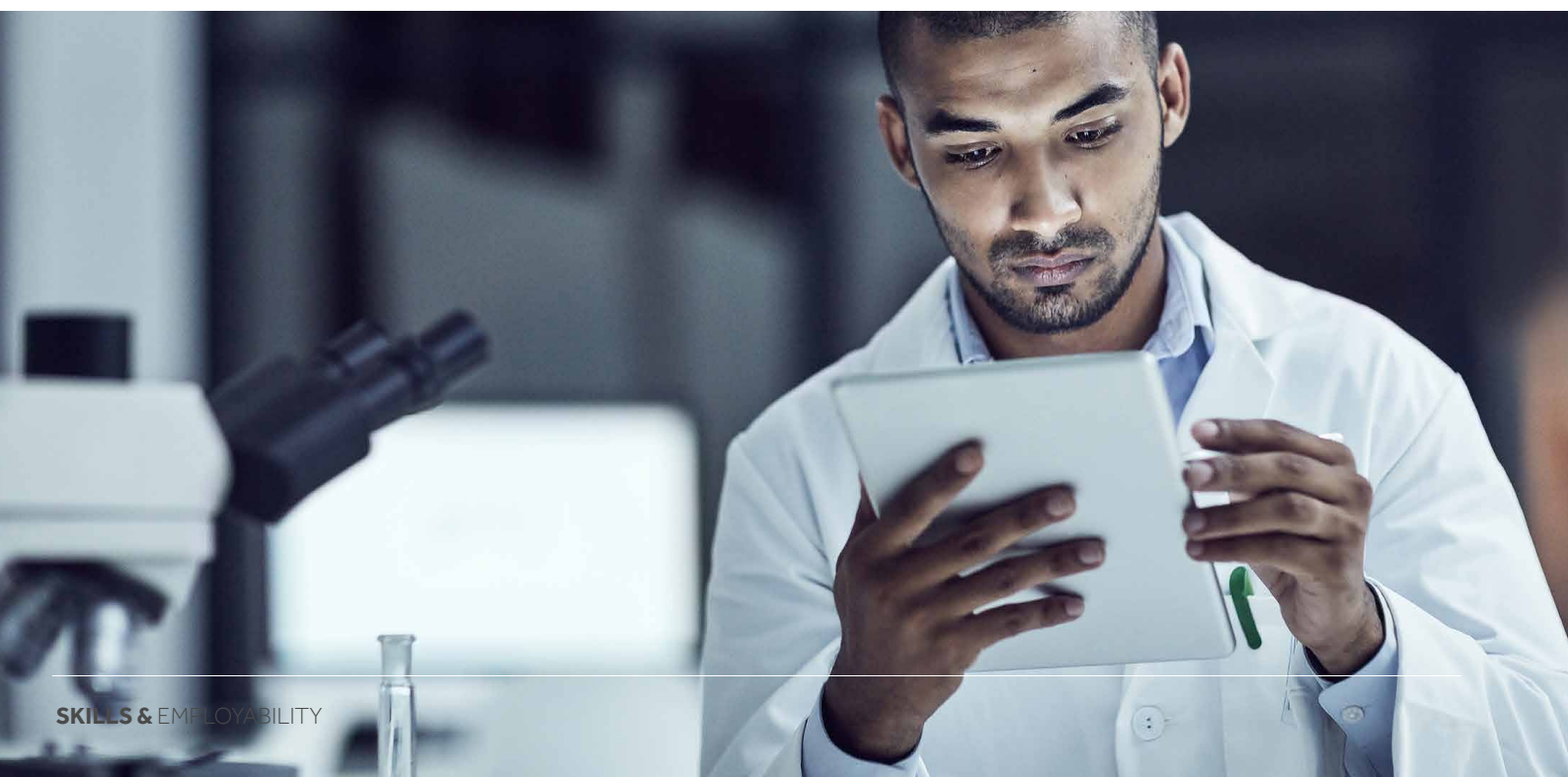
We offer Radiation Protection advice to schools. This service applies to local Schools and Academies subscribing to the CLEAPSS local authority (RPA) Service.

## **Services provided:**

- An initial visit to check school compliance with safe working practices for radioactive material
- A compliance audit and report for head teacher and head of science with clear recommendations
- Advice and guidance for school radiation protection supervisors/Head of science on safe storage and usage of radioactive materials
- Ongoing advice by email/telephone if required
- Follow up visit to support the implementation of recommendation
- Bi-annual inspection visit to monitor the management of radioactive sources and reassure their employee that the arrangements for radiation protection are working
- Assistance in the identification of radioactive sources and the correct means of handling, storage and disposal.

## **Benefits to schools:**

- Ensures the statutory requirements and guidance for storage and handling of radioactive materials are met
- Minimises risk to students and staff
- Advice and guidance from a qualified radiation protection advisor
- Access to advice and guidance from the Radiation Protection Adviser
- Opportunities for staff to ask questions and raise any concerns







# DATA Health & Safety Courses

Our full suite of DATA Health and Safety courses will ensure your Design and Technology teachers hold current Health and Safety accreditations within their specialist areas.

## Our courses include:

- Core Health and Safety Accreditation
- Wood Sawing
- Planer Thicknesser
- Workshop Tools and Equipment
- Power Tools
- Metal Machining
- Hot Metal Processing
- Wood Lathe and Sharpening Tools
- Essential Knowledge for Technicians and Site Staff
- Safe Use of Tools for Primary Schools

*Being a key indicator for the demonstration of Leadership and Management during Ofsted inspection, all teachers and Design and Technology Technicians must renew their accreditation every five years, evidenced through current accreditation certification required at inspection.*

Contact us on **0333 300 1900** or email **information@entrust-ed.co.uk** to find out further information about our health and safety courses.





# Positive directions enabling potential

**Positive Directions is the new ESF provision for Staffordshire and Stoke on Trent. The fully funded programme will support young people aged between 15-24 years to develop their capability and capacity to progress back into either learning, training and or work.**

The programme is aimed in particular at those who face complex and multiple barriers to participation and progression. Advice and Guidance (IAG) services and intensive support will enable young people to achieve their potential including those.

- Young people aged 16 and 17 that are NEET, and those young people who are "At Risk of NEET" aged 15-17 years.
- Vulnerable young people aged 18 – 20+ such as those with SEN, and those leaving the care system and or have multiple and complex life issues.

Entrust are offering an interactive, enjoyable, person-centred programme delivered in a relaxed environment. The programme aims to prepare young people for further learning and employment, helping with confidence building, entrepreneurial skills and gaining part time or voluntary work.

We offer a range of non-accredited and accredited units that can be selected to create a programme of learning to meet the needs of individuals and groups of students.



## Units include:

- |  |                              |
|--|------------------------------|
| • Self-Awareness and Careers Exploration | • CV Writing                 |
| • Careers Awareness and LMI              | • Job Search Strategies      |
| • Post 16 Options                        | • What Employers Look For    |
| • Enterprise Project                     | • Apprenticeships            |
| • Employer Visits                        | • Application Forms          |
| • Work Experience Preparation            | • Interview Training         |
| • Volunteering                           | • Sell Yourself              |
| • Time Management                        | • Mock Interview             |
| • Customer Service                       | • Group Interview            |
| • Social Media                           | • Introduction to Work       |
| • Citizenship                            | • Travel Training            |
| • Time to Change – Mental Health         | • Presentation at Work       |
| • Positive Wellbeing                     | • Money Management and Work  |
| • Confidence Building                    | • Budgeting                  |
| • Dream Cloud                            | • Drug and Alcohol Awareness |



**PACKAGES  
FROM  
ONLY £300**

# WorkExperience space

**WorkExperienceSpace** is the online digital platform for work experience coordinators and tutors to manage the work experience journey for their pupils. WorkExperienceSpace can help coordinators and tutors manage their work experience cohorts in an efficient and integrated package and helps to evidence progress in achieving Gatsby Benchmark 6- Experiences of workplaces.

## WorkExperienceSpace key features include:



**Access to hundreds** of approved health and safety checked employers and the ability to search for suitable work experience placements.



**Facility to submit, manage and monitor** inspection requests from students which can be easily updated with the latest health and safety results.



**Online modules** for students to enable them to:

- Prepare effectively for their placements
- Complete a diary of activities undertaken on their placement
- Reflect on skills they have developed whilst with employers
- Receive feedback from tutors throughout the process

## Find out more

Please visit our website [www.workexperiencespace.co.uk](http://www.workexperiencespace.co.uk)  
or email: [work.experience@entrust-ed.co.uk](mailto:work.experience@entrust-ed.co.uk) or call: **0333 300 1900**

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Find out more

To find out more about our Skills & Employability Service, please call  
0333 300 1900 or email [information@entrust-ed.co.uk](mailto:information@entrust-ed.co.uk)

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Please note that prices and product specifications are correct at time of publication but remain subject to change without notice and may vary from time to time. Please contact Entrust to confirm pricing and product availability.