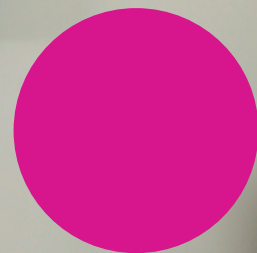




Hereward College
Promoting individual achievement

Supported internships

**A supported pathway
into employment**



Are you 18 years or older and have an active EHCP?

Hereward College works closely with a number of major employers in Coventry and Warwickshire who offer work placements for young people with special educational needs and disabilities.

They operate in a wide range of sectors, which include:

- Business administration
- Childcare and education
- Customer services
- Estates management
- Hospitality (catering, housekeeping, front of house)
- Leisure
- Warehousing and distribution

How supported internships work

Supported internships offer an opportunity to gain experience in the workplace within a supported environment.

They provide a platform for young people to further develop their skills and experience in a structured way.

Students take part in the programme with one of our partner employers and spend up to 30 hours a week in different areas in the workplace to gain valuable experience with the support of an onsite Hereward job coach.

Interns spend one day a week in college studying for a City & Guilds Certificate in Employability Skills and can take maths and English qualifications suitable to their level.

What kind of roles are available?

Supported interns at West Midlands Police take on a number of office-based roles including customer service, data analytics, IT support, finance, HR, marketing and administration.

Our successful partnership with the force has also resulted in several permanent positions.

At Severn Trent, interns are supported by a team of graduates who act as buddies and work in a number of departments at the firm's Coventry headquarters, including the admin and property teams.

Evtec Automotive has a history of employing people with disabilities and has been a supported internship partner for a number of years, with a job coach based full-time at Evtec to work alongside the interns.

At Whitbread, job coaches are trained by and alongside Premier Inn staff and students undertake general work experience training linked to customer service, hospitality and housekeeping skills.





Meet our interns

Jacob is currently on a supported internship at Warwick Conferences. He said: “On Mondays I’m at Argent Court doing my coursework for my City & Guilds Employability Skills qualification, and then I spend four days a week at my placement.

“On my placement at the WBS café I put labels on products, use the till and scan things and I go to the fridge then put the milk in the drawer if we have run out.

“I also put drinks on the drinks shelf if we run out, take trays off the trolley, put all the trays, bowls, plates and cups on the draining board then put it all in the dishwasher. Then when it’s finished I put it all on the trolley and use the trolley to put things in the right place like the kitchen and in the café. I also take the bins out and I clean the tables.

“I’m a lot more independent and a lot more confident and I would recommend the supported internship for anyone looking to develop their employability skills.”

Daisy is on a supported internship with Premier Inn. She said: “I do everything like cleaning rooms and bathrooms, stocking trolleys, handling chemicals, making beds.

“The team is nice and so is the boss. They are very supportive and good at talking. If you need help, they are there to help you. My job coach checks on me while I’m at work and sees me once a week.

“I feel more confident in myself coming to work. I have the confidence to do things and I don’t feel

as lonely as I used to. I’ve learned many skills here like washing the cloths. I have learned to deal with personal issues better and not let it impact my work.

“My confidence has grown a lot. The internship has shown me the bigger picture and has let me be confident doing things. When I started in September I used to be so shy and I now will never let my autism get to me.

“Doing an internship here has helped me realise what it’s like to work here. My plans for the future are to get my own place and work as a housekeeper.”

Jack has also entered the world of work through a supported internship at the University of Warwick.

“For the past couple of months, me and the other interns have been getting guided tours of the university. There are many jobs you can do here; I have been working at a shop called Rootes Grocery Store,” Jack said.

“For the most part I have been stocking drinks, food and other items. I’ve also for my last few remaining weeks been working behind the counter.

“When I first found out I was going to work at Rootes Grocery Store I felt nervous, as originally I wanted to do stewardship. But after months of working there, getting support from staff members and working with some of them as a team, I feel complete confidence, safety and assurance that I’m working in an easy environment.”

In 2022/23 Hereward College's supported internship programme had a **100% retention rate and 94% pass and achievement rate** for our 32 interns on 12-month employment placements. Of these, **81% of participants went on to gain paid or voluntary work.**

The employer view

More than 35 young people who have completed supported internships at Premier Inn are now in permanent employment with the hotel chain.

Janet Tidmarsh, Head of Inclusion & Development at parent company Whitbread PLC, said:

"The investment of time before the placement is really important in our view to ensure the individual has a great experience with us, and therefore we do a significant amount to ensure we are ready to take on supported interns.

"This includes training and engagement for our regional and site teams, engagement with the individual e.g. a short visit to meet the team, connecting with the college, training for the job coach on Premier Inn standards and also engaging with

the parents/guardians of the students before the programme as well.

"We have a shared focus with the college on safeguarding of the individuals and are committed to ensuring training around this topic is completed.

"There are many benefits for us including hopefully having a committed and well-trained employee at the end of the internship – supported interns are a pipeline of talent into our business and very important to our talent strategy.

"In addition, the local team really benefits from having these young people in our sites as well; it is also a demonstration of our culture and what is important to us in Whitbread."

How can I apply?

You can apply for a direct entry supported internship via our website at hereward.ac.uk/learn-with-us/admissions – please ensure that you state that you are applying for a supported internship on the online enquiry or application form.

You will then be interviewed by a member of our employment services team who will identify a suitable internship opportunity and arrange an interview with the employer.

If you have any further questions about our direct entry supported internship programme please contact **Head of Employment Services Natalie McEnery** at natalie.mcenery@hereward.ac.uk.

