



Stepping Up

Challenging Perception
Unleashing Potential

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“ Since being on Stepping Up, I have really enjoyed volunteering at Forfar Loch and I’m excited about going to Brechin Castle Centre for more work experience soon. Keri is helping me to explore working in different places and finding out my career choices.

Pupil, Angus

WHAT IS STEPPING UP?

Stepping Up is an innovative school transitions programme supporting young people who have learning disabilities, autistic spectrum disorder or additional support needs to build and explore their aspirations for the future, achieve an accredited qualification and a positive progression into employment, education and industry training upon leaving school.

The only programme of its kind in Europe, Stepping Up takes participants from an initial investigation of the world of work, through a process of discovery and planning for their future, to engagement with employers in real workplace settings. It provides support for young people to transition successfully from school and tailored aftercare to ensure that destinations are sustained.

Stepping Up supports outcomes and achievements through the Curriculum for Excellence, exceeds Education Scotland's Work Placement Standards and meets the 7 steps to good transition.

Stepping Up is more than an education and employment programme. It enables young people to demonstrate the behaviours and attitudes expected by an employer through embedded learning and ongoing support. Working in partnership with schools, Stepping Up increases expectations for those who engage in the programme and allows participants to compete for jobs by gaining skills that employers value.

The Stepping Up programme from Enable Works is giving some of our most vulnerable young people valuable one-to-one time to support them in building their confidence and employability skills.

Developing the Young Workforce Coordinator,
St Paul's RC Academy

RESPONDING TO COVID-19

All young people approaching transition from school in 2020, displaced by the COVID-19 pandemic, were impacted in many ways. However, for young people who have additional support needs, this time was particularly difficult and for many their future was not quite so clear. Transition planning hadn't started or was just underway and a destination post school for many was undecided. This created high levels of anxiety for many young people and their families.

As a direct response to COVID-19 and school closures in March 2020, Enable Works launched our Stepping Up LIVE Service for all young people across Scotland, free of charge.

Stepping Up LIVE, a remote specialist transition service for young people who have additional support needs in the senior phase, ensured we supported the unique challenges faced by young people, their families and teachers during COVID-19.

STEPPING UP LIVE OFFERED

- 121 advice and guidance
- Transitional support
- Online training
- Soft skill building
- Support to plan for the future
- Social and emotional support

Our trained and qualified Employment Coordinators were able to offer individual sessions with young people and their families via any means they could access including Zoom, Skype, WhatsApp, Facebook or simply over the phone.

Stepping Up LIVE delivered specialist transitions support to over 150 additional young people across Scotland and 123 Advice and Guidance Sessions for teachers, parents and carers.



MORE THAN A DECADE OF SUCCESS



Started 2009



2286
supported work placements
delivered



3755
young people have benefitted and
been supported



399
training programmes including
Modern Apprenticeships



98%
of those engaged gain a positive
progression – higher than current
school leaver statistics



**1240 FE,
HE Places**
- 60% of which are mainstream
vocational courses



660
achieved paid employment



8524
soft outcomes now achieved by
YP including: independent travel
training / increased aspiration
and resilience / increased
awareness of using money /
better participation within their
local communities

STEPPING UP LIVE OFFERED

- Winner 2020 Zero Project Award for Innovative Education Practice in the UK
- Featured on Education Scotland's National Improvement Hub as an example of exemplary practice particularly able to engage young disabled people in the labour market
- Highlighted as an example of Best Practice in the Scottish Government commissioned "Education for All – Developing Scotland's Young Workforce" by Sir Ian Wood.



“Through Stepping Up, we contacted our son's Enable Works Employment Coordinator and received a prompt, friendly and very helpful service. We were listened to, given options, and kept up-to-date with developments of the work that took place on behalf of our son. As a result, we were able to go directly to the prospective university our son was intending to study at, with information provided by Enable.

The Employment Coordinator acted on our behalf to contact and engage with national bodies to seek information that was of great help to our son. I would recommend Stepping Up and would like to thank them for all their help and advice in aiding our son's smooth move from secondary education to university. Their advice has helped put services in place which will help with the transition from secondary education to higher education.

Parent, Edinburgh



THE MODEL

Stepping Up comprises of a 3-stage model which provides support for young people to identify, address and remove barriers that often impede their positive transition into adulthood.

- Encompasses recommendation 33 - Young people with disabilities should have focused and tailored career advice and work experience opportunities to help them to develop and realise their potential.
- Exceeds all requirements under the Principles of Good Transition and supports achievements under the Curriculum for Excellence.



STAGE 1 – INITIAL PLANNING ‘LIFE AFTER SCHOOL’

- School based group workshops – supporting young people aged 16/17
- Interactive workshops designed to support development of soft skills, resilience, and aspirations for the future, combined with school-based learning events to introduce the concept of employability and help create an aspiration to work
- Pupils undertake our soft skills package of workshops designed to work on confidence, motivation and pre-employability skills, and are supported to undertake a number of work tasters
- Pupils complete our soft skills package of workshops designed to work on confidence, motivation and pre-employability skills. Pupils undertake our soft skills package of

Workshops include:

- Confidence
- Team Building
- Communication
- Citizenship and Volunteering
- The World of Work – including visits from employers
- Managing your Money
- Enable Us – Online Employability Skills
- Online Safety

Pupils also undertake employer engagement through a number of workplace visits.

For young people, who have complex learning needs, we offer a tailored provision in partnership with schools, in line with individual care plans.

Young People who require one-to-one support from a Personal Assistant to take part in community activities and workplace learning are supported to undertake community impact projects, which will instil long-term engagement with their local communities and support them to learn sustainable life skills with their peers.

I am really pleased with the progress I have made since I started the Stepping Up programme. At the beginning, I never thought I would have been able to complete my Community Impact Programme with Paws for Progress, and now I notice that I am able to talk more and be more sociable with both the dogs and staff since taking part - I feel a lot more confident.

Pupil, Edinburgh

STAGE 2 – TRANSITIONS SUPPORT 'MAKE THE MOVE'

- **1-2-1 Intensive Support** – supporting young people aged 17-19
- Each young person will have a dedicated Employment Coordinator who will offer personalised support and interventions to support a successful transition post school.
- **Stepping Up participants** will be supported to complete a detailed Vocational profile, which is a dynamic document updated throughout the participant's engagement on the programme. It allows us to develop insights into a young person's skills, abilities, interests and aspirations.
- The Vocational Profile includes an action plan which describes the activities for the next phase of the young person's journey such as their intended destination or employment interests.

“Stepping Up brings a whole new perspective to employment for young people with additional support needs, with a real focus on the finer details they need to succeed.”

Anne Patrick, CIAG,
Skills Development Scotland

This vocational profile will support a tailored programme of activity designed to support each young person into their preferred destination.

Example activities include:

Independent Travel Training – many young people leaving school are unable to travel independently. Work will therefore take place to address this. Clients will have full use of our independent travel training app – Enable Me. This will enhance not only their independence but also their ability to become work ready.

Work Tasters – young people will be encouraged to access and build their aspiration for work through engagement with employers in real life settings. Work Tasters are half day to full day taster events where young people are given a flavour of the workplace and a chance to experience a new industry in a format that is not overwhelming. These tasters often lead to longer and more sustainable work placements.

Supported Work Placements – young people will also be offered the opportunity to access supported work placements in line with their aspirations. Work placements tend to be longer term and both the young person, and the employer are supported throughout to ensure success. Stepping Up work placements align to the standards set out within the DYW Work Placement Standards.

Employability Skills – CV preparation and building, vocational skills, job searching, job applications, digital employability skills.

Exploration of options – young people will be supported to explore all options available to them including – Employment, Modern Apprenticeships, Self-Employment, FE, HE and Training Programmes.

The employment coordinator will support each young person to work towards paid employment using elements of the Scottish Supported Employment Framework.



STAGE 3 – AFTERCARE

- Stepping Up offers a one-year aftercare service for young people upon their transition from school. This is particularly important in ensuring young people sustain in their positive destination or continue to work towards one.
- Young People who are unable to sustain their initial destination postschool will be supported to access an alternative destination with work completed to ensure sustainment and to address any issues.
- Stepping Up also supports employers throughout the placement process ensuring they feel fully supported to offer a placement which is successful and enriching for all involved. It has further helped in securing part-time employment for young people while they are still attending school, building on their 'work ethic'.

“My son has really struggled with school from an early age until Stepping Up came along and he started to see some light. The Enable Works Employment Coordinator who worked with my son treated him as an equal and let him be heard, listened to him and helped him to engage with others while supporting him to the next level. My son came home positive and more engaged with school than I have ever seen over the years. Stepping Up has made such a difference to my son.”

Parent, Highlands

CASE STUDIES

Employment – Aimee Leigh

Aimee Leigh joined the Stepping Up programme in S5 at school. Aimee Leigh has Global Developmental Delay and is a Care Experienced young person.

Aimee Leigh started working with her Employment Coordinator to take part in various workshops including confidence & motivation, attitudes & Behaviours, Skills & Qualities, Personal Statements and CV Building.

During Aimee Leigh's transition period at school, her Employment Coordinator worked with her in a 1:1 setting, supporting her to identify her career path, setting up business visits and multiple work experiences placements and then carrying out independent travel training to allow her to attend work experience placements.

On her first business visit to a hairdressing Academy, Aimee Leigh expressed her interest in pursuing a hairdressing work experience placement, this was set up for one day per week in a local salon. After a month on placement, Aimee Leigh was successfully offered employment, and her Employment Coordinator supported her with the transition into employment and developed skills on work ethic, employer expectations and expectations of working in the hairdressing sector. Aimee Leigh began taking responsibility of speaking with the employer directly and acknowledging the work environment and culture of the sector.

Aimee Leigh was progressing well through her employment within the salon, but due to COVID-19 the salon was closed for a long period of time. This allowed Aimee Leigh the time to consider her future career path and what her next steps may be. Aimee Leigh and her Employment Coordinator worked together to start looking at different job sectors and have since updated Aimee Leigh's CV as a result.

Aimee Leigh decided on childcare, as it was always something that she was interested in but wasn't sure what her options would be. Through support from Stepping Up, Aimee Leigh applied and was successful in gaining employment in the childcare sector. Since starting her new job, Aimee Leigh is thoroughly enjoying it. Her confidence and independence has dramatically increased and she now aims to continue building on her experience by gaining new qualifications within the sector, with the goal to become a fully-qualified nursery teacher. Aimee Leigh will continue to be supported through Stepping Up's aftercare system, to not only sustain her job, but to progress through her career.



Modern Apprenticeship - Natalie

Natalie was referred to the Stepping Up programme in her last year of school. Natalie has Autism and was impacted by COVID-19 significantly. This Removed her from routines which she felt comfortable with and had increased her levels of anxiety. Her attendance at school became sporadic and her teachers were concerned she would leave school heading towards a negative destination.

Natalie started working with her Employment Coordinator remotely as a result of lockdown. Natalie had not had the chance to explore the world of work while at school and therefore had no aspiration for her future job prospects. Natalie attended every session and engaged on the programme well. Working remotely had alleviated some of her anxieties about COVID-19 and as a result her attendance at school improved significantly.

With her Employment Coordinator, Natalie completed a detailed vocation profile and created an action plan for the next 6 months. This helped Natalie plan for life after school and supported her to feel less anxious about what came next. From her vocational profile and action plan, it was clear Natalie had interests and skills in Business Administration. Therefore, her Employment Coordinator supported Natalie to think about her next steps towards this career path.

Natalie's Employment Coordinator supported her to update her CV, complete college applications and prepare for interviews by completing mock interviews designed to increase her confidence.

Natalie attended a college interview, supported by her Employment Coordinator, and was offered an unconditional place on a HNC Business Administration Course at Ayrshire College. Natalie decided her preference would be to gain a MA, and with college now as a back-up, was feeling confident in her abilities for the first time, in a long time.

Natalie applied for and was successful in gaining her MA in Business Administration. Natalie is delighted and fully deserved this opportunity for all her hard work throughout the Stepping Up programme.

CURRICULAR OBJECTIVES

Curriculum for Excellence

Stepping Up is designed to work to compliment the school curriculum. It supports each young person to develop skills for life and work across all four capacities of the Curriculum for Excellence. Through focus on vocational learning, Stepping Up supports pupils to develop skills they will use throughout their life and in their work including: the development of pre-vocational employability skills, personal skills and the opportunity to put learning into a practical context.

By putting the pupil at the heart of everything we do, Stepping Up fully embodies the principles of the Curriculum for Excellence.

Successful learners

Stepping Up provides support for pupils to build their enthusiasm and motivation for learning, build aspiration for the future and create confidence and openness to new thinking and ideas.

Stepping Up supports young people to demonstrate the behaviours and attitudes expected by an employer through embedded learning and ongoing support. Our programme offers opportunities to learn the skills that an employer values and solidifies learning from the classrooms. Through our innovative 3 stage model, pupils are able to use literacy, numeracy and communication skills in real work settings, think creatively and independently and think and apply this learning in new situations.

Engagement with Employers – young people will be encouraged to access and build their aspiration for work through engagement with employers in real life settings. We provide a variety of opportunities to engage with employers through workplace visits, work tasters and supported work placements. Young people will be offered the opportunity to access supported work placements in line with their aspirations.

Exploration of options – young people will be supported to explore all options available to them including – employment, modern apprenticeships, self-employment, FE, HE and training programmes.

Independent Travel Training – many young people leaving school are unable to travel independently. Our Employment Coordinators are trained to support young people to become confident and independent travellers. Pupils also have access to our award-winning independent travel training app – Enable Me.

Confident Individuals

Stepping Up supports young people to develop confidence, self-esteem and respect through sustained, person-centred support, putting the pupil in the centre of everything we do. Stepping Up provides pupils the opportunity to relate to others, to become more self-aware, to develop and communicate their thought and opinions with confidence and to live as independently as they can.

Pupils undertake our soft skills package of workshops designed to be build confident individuals equipped with all the skills they need to transition from school.

Vocational Profile – Each pupil will be supported to complete a detailed vocational profile allowing us to develop insights into a young person's skills, abilities, interests, and aspirations. The vocational profile is a dynamic document continually updated throughout their time on the programme.

Goal Setting – The vocational profile includes the development of an action plan which describes the activities for the next phase of the young person's journey. Such as, their intended destination or employment interests. As the pupil works through their goals, more are set in order to achieve their future aspirations.

Stepping Up supports young people to learn about themselves and their wider communities, to become responsible and active citizens and supports them to participate responsibly in political, economic, social and cultural life.

Stepping Up provides opportunities to understand and make informed choices about their future and to develop and explore their values in society, to take their place in the world of work.

Community and Citizenship – Pupils are provided the opportunity to undergo Community Impact Projects which are designed and delivered entirely by young people. Pupils decide on an issue important to them in their local areas and work to resolve it. Examples of previous projects include renovating vulnerable tenant gardens in Kilmarnock, creating a community garden space in Glasgow and volunteering with charities.

Effective contributors

Stepping Up supports young people to develop resilience for the future and an increased level of aspiration for life after school. Stepping Up provides opportunities for young people to communicate with their peers and wider work in different ways and settings. It provides them the chance to work in teams and on their own, to take the initiative for their future and lead those discussions. Through long term sustained support, young people develop skills to solve problems, remove barriers and to successfully transition from school.

Stepping Up supports a tailored programme of activity designed to support each young person into their preferred destination. Classroom based activities encourage young people to communicate and interact with their peers by completing team building exercises, complete presentations and to practice public speaking.



THE SEVEN PRINCIPLES OF GOOD TRANSITION

Stepping Up achieves the Seven Principles of Good Transitions by working to improve these transitions for young people who have additional support needs. Stepping Up supports the rights of young people who have additional support needs to be valued as individuals and to live fulfilling lives. The seven Principles of Good Transition are:

1 Planning and decision making should be carried out in a person-centred way

Stepping Up puts each young person and their aspirations at the heart of our provision and provides individual and tailored support to achieve their goals.

2 Support should be co-ordinated across all services

Stepping Up works in partnership with schools, teachers, CIAG and parents/carers to ensure a seamless transition from school. Working in partnership avoids duplication of work and ensures the best outcomes for young people engaged on the programme.

3 Planning should start early and continue up to age 25

Stepping Up support begins in S3, to introduce the idea of life after school earlier, and continues throughout the senior phase of secondary school. Stepping Up also provides support post-school for one year.

4 All young people should get the support they need

Stepping Up can provide support for young people who have barriers to transition including those who have a learning disability, autism or ACES. By providing our person-centred support, this ensures each young person gets the right support for them.

5 Young people, parents and carers must have the access to the information they need

Stepping Up works with each young person and their families to prepare them for transition post-school earlier in their development phase. This helps by providing long-term, sustained support throughout their time in secondary school. Our team discuss all the available options with the young people and their families so they can make informed choices about their future.

6 Families and Carers need support

Our team of Employment Coordinators engage fully with families throughout the programme offering long-term and sustained support. Our team also attend parents' evenings, and transition meetings, to offer support and guidance as and when needed.

7 A continued focus on transitions across Scotland

Stepping Up supports teachers to provide a vocational focus on transition from secondary school much earlier in the young person's school life. This provides the students an opportunity to discuss their post-school transition and to help make informed choices about their next steps.

DELIVERING THE YOUNG PERSON'S GUARANTEE

The Young Person's Guarantee aims to protect young people from the economic impact of COVID-19 by offering every 16-24 year old in Scotland the opportunity of a job, an apprenticeship, further or higher education, training programme or volunteering opportunities.

Stepping Up supports the delivery of Young Person's Guarantee by better preparing those who have additional support needs for the world of work.

We provide opportunities for employers to engage with young people in education and to develop a diverse and thriving workforce in the future. We have established links with some of Scotland's largest and brightest employers who can offer opportunities for our young people to thrive and succeed in their adult lives.

Stepping Up work placements exceeds the standards set out within the Education Scotland DYW Work Placement Standards.



WHAT IT COSTS

The Stepping Up programme costs £10,000 per calendar year, representing an average cost of £588 per pupil supported.

This provides intensive support for up to 7 young people on a 1-2-1 basis, and group work for up to 10 additional young people across the school year.

This cost also includes all after school and holiday provision including independent travel training and job clubs throughout school holidays and furthermore, attendance at parents' evenings and transitions meetings as required.

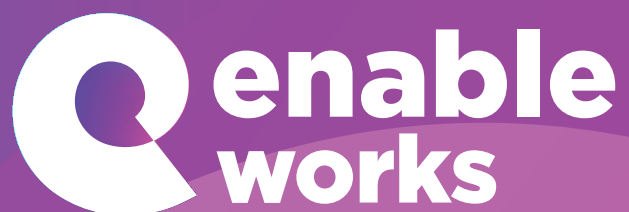
Provision is tailored to each individual school and work will be undertaken to understand your pupils' support needs and the cohort size from this information.

Contact Enable Works today to discuss this in more detail.

“ Since August 2021, Enable Works has been delivering the Stepping Up programme in our school. They have been supporting our school leavers in managing and co-ordinating their post school transition in conjunction with the schools' leavers programme. They have been excellent in building relationships with our pupils and their parents/carers. Our pupils, due to this outstanding support, are now able to attend their SCP college links courses independently, including travelling to and from the campuses. They have grown in independence and maturity and can now make more informed choices about their future. Enable Works' professionalism and support in working with Pilrig Park School has been so valuable.

Keith Mackay, Pilrig Park School





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