



Inspire Project Programme Outline

Introduction

Gateway Community would like to introduce you to our Inspire Project programme outline, and invite you to take time to be inspired by our vision for a more inclusive and proactive approach to learning for those who would normally find difficulty in accessing learning, community, peer support and enrichment, whilst improving skills that can enable them to function better and be more involved within society rather than being left behind.



Setup

The aims of the Inspire project is to deliver training and employment prospects to adults with learning difficulties enabling them to play a part in environmental issues and working in and as part of the community, whilst improving their own social, wellbeing, educational and vocational skills. They would achieve this by attending training workshops and fully participating in the running and development of the Inspire enterprise project and all aspects of its business.



We believe the Inspire project will make a massive difference giving people with very limited options greater potential to grow and become more involved in local issues and the community, whilst improving their own social, emotional, educational and employment skills. The programme will benefit its clients by helping them to develop their personal skills and gain new opportunities and qualifications in a safe and caring environment. The Inspire project will be a fully operational business set-up, generating income to help fund the programme and providing employment within the community, with clients having the opportunity to experience different aspects of being in a working business environment from office skills to practical development and sales. Thus, offering them a range of skills and interest development.

Inspire Project

The Inspire project sits within a programme of learning, and is a mini enterprise business that will be fully run by the learners themselves. It will focus on upcycling and creating new furniture and creative items that can then be sold to generate money to be put back into the project. This will have an eco-edge and will give opportunity for the learning group to consider, research and discuss ecological impact and climate change.

The learners will experience all aspect of a business from gathering and obtaining items, re-designing them, creating and producing new items using various creative techniques, sales, customer service, marketing using social media and other platforms, business administration, business skills and finance.

This then also provides learners with real options of not just further education and employment but also self-employment once they are ready to leave Gateway Community.

Client journey example:

- Client starts on programme and is initially assessed as to their current abilities and skills using a range of assessment tools
- Clients first 6 month programme of activities and learning is set out and agreed by Gateway, client and carer which will consist of client sampling each area of the Inspire project vocational areas as (listed below), whilst starting to improve and develop the life/softer skills (listed below). At this stage the learner will begin a Work skills qualification, and start to work to improve their functional skills in all 3 areas.
- The next stage of the programme once agreed with the client and carer, will be to choose a specific vocational area for the client to focus on and to work mainly in this area of the Inspire project business to achieve a qualification in, whilst still participating in the softer skills elements of the programme.
- The next stage would then be to begin to explore work placements or employment options which Gateway staff would provide full support guidance and mentoring through the initial stages and beyond if required, to ensure full integration into a work environment. This can be done in small steps depending on the clients own abilities and confidences



Moving between the stages is not time specific, and is fully dependant on the clients own readiness to move forward.

Throughout the whole time on programme with Gateway Community each client will receive regular one-one support, mentoring and review.

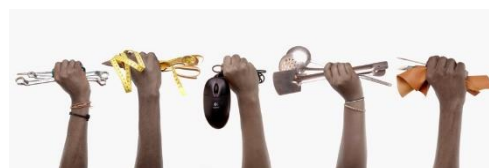
Foundation skills

- Work skills
 - o The BTEC Work skills suite of qualifications have been designed to offer learners a flexible programme of study to improve their understanding and application of employability skills. These qualifications have been developed to ensure that the knowledge, skills and understanding they provide are relevant, current and useful for learners and potential employers. Learners can follow a flexible course and achieve a nationally recognised Entry 3, Level 1 or Level 2 vocationally related qualification [levels dependent on learner's abilities]. On completion of one of these qualifications, learners could progress to related general and/or vocational qualifications, or employment in a particular vocational sector.



Vocational areas

- Business Administration
 - o A Business Administration qualification will provide the basic knowledge, skills and understanding for those wishing to work in administrative support in an office. The competences achieved will support the learner's development as an



administrative assistant, receptionist or other related roles. Skills and knowledge gained within the qualification would be, make and receive telephone calls, assist in handling mail, using email.

- Customer Service
 - A Customer Service qualification covers the basic knowledge required to deliver reliable customer service through an understanding of customer expectations and needs. It also provides you with the knowledge to deal effectively with customer queries, problems and complaints. Skills and knowledge gained within the qualification would be, types of customers, different needs of customers, customer satisfaction and customer expectations.
- Sales
 - An Introduction to Growing Sales qualification will enable learners to demonstrate a range of skills and knowledge related to the selling process to enhance their ability to progress into full-time employment. It will also help build self-confidence and self-esteem and provide them with a greater understanding of the sales environment. Skills and knowledge gained within the qualification would be, deliver customer service, communication skills in sales, understanding the sales cycle, selling lawfully and ethically, understanding marketing.
- Finance
 - Finance qualification will provide an introduction to computerised accounting software, bookkeeping and banking procedures. Skills and knowledge gained within the qualification would be, using a computerised accounting application, introduction to book-keeping, working within book-keeping, banking procedures.
- Creative techniques/production
 - All the content of the qualification in the art and design qualifications relate directly to the skills, knowledge and understanding needed to support students in progressing to further study in the Art and Design sector. Students can choose from a range of units providing them with the opportunity to explore a broad range of Art and Design topics, including drawing, painting, printmaking, 2D and 3D work and fine art. There is an opportunity through the choice of units for students to develop their research, enterprise skills and self-management skills alongside their vocational learning. By developing the skills outlined above, students will be well prepared for progression to a level 2, Art and Design related qualification. The portfolio-based approach to assessment will also support the development of communication skills such as extended writing and drafting, critical skills of analysis, team working, working from a prescribed brief, working to deadlines, presenting information effectively, accurately completing tasks and processes and study skills such as research and time management. These skills will help support progression to level 2 and any future chosen course.

Functional skills

- English
 - The qualifications give learners the opportunity to:
 - demonstrate the ability at an appropriate level to read, write, speak, listen and communicate in English
 - apply this knowledge and these skills in familiar situations.
 - achieve a foundation for further study
 - listen, understand and respond to verbal communication in a range of familiar and unfamiliar contexts
 - acquire an understanding of everyday words and their uses and effects, and apply this understanding in different contexts
 - read with accuracy straightforward texts encountered in everyday life and work, and develop confidence to read more widely
 - write straightforward texts and documents with clarity and effectiveness, and demonstrate a sound grasp of spelling, punctuation and grammar.
- Maths
 - The qualifications give learners the opportunity to:
 - demonstrate a sound grasp of the underpinning skills and basics of mathematical problem-solving skills appropriate to the level, and the ability to apply mathematical thinking to solve problems in familiar situations
 - achieve the skills for further study
 - achieve a foundation for progression into employment. enable learners to become confident in their use of fundamental mathematical knowledge and skills
 - indicate that learners can demonstrate their understanding by applying their knowledge and skills to solve mathematical problems or to carry out tasks
- ICT
 - The aims of these qualifications are to develop learner understanding and skills in the use of ICT, hardware, software, online etc. Learners will gain skills and knowledge in finding and selecting information and further to this they will gain knowledge and skills to enable them in developing, presenting and communicating of information.



Life/softer skills

- Wellbeing
 - We offer all our clients 1-1 mentoring sessions where they can express, explore and develop emotional understanding. We will use various techniques to achieve this, for example but not exclusively Cognitive Behaviour Therapy, Neuro Linguistic Programming, Emotional Intelligence Coaching, Mentoring and Counselling.



- Personal health
 - We have developed workshops to raise awareness of personal health and hygiene and the importance of it. Learners will over several weeks learn all aspects of a daily routine in personal care and the benefits to their health and social interactions.
- Cooking/home skills (includes personal budgeting skills)
 - We will teach clients the importance of taking care of the home and teach independent living skills giving understanding of utility requirements and maintaining payments, this will also include personal budgeting skills.
We will teach basic cooking methods to create simply but nutritious meals this can include shopping skills where clients will visit local retail outlets to buy produce. Whilst on programme clients will plan and prepare their own breakfast and lunch time meals as a group.
- Team building
 - We have developed workshops to aid in encouraging teamwork, showing the importance of a helping hand, this will follow through the whole project, as each area will depend on the other to achieve the projects aims
- Communication
 - Learners will throughout the project gain an understanding of all forms of communication and the correct ways to use them, we have also developed workshops specific to different areas of communication for learners to gain the skills to use them effectively.
- Behaviour/attitudes
 - We understand that all our learners are individuals and we will teach the learners to embrace their own idiosyncrasies. These workshops are designed with emotional intelligence at the heart of them, they will enable the learners to gain a better understanding of themselves and how to present themselves to the wider community so they in turn have a better understanding of other differences.

Future outcomes

- All clients will have opportunity to gain fully accredited qualifications from the start of their journey onwards
- All clients will have opportunity to improve their life/softer skills throughout their time with Gateway Community
- All clients will gain more independence through their learning activities and experiences with Gateway Community
- All clients will have an individual learning plan that is specifically written to take into account their individual needs and aspirations
- All clients will be an active part of the Inspire project, which will give real life experience working within a business, but within a safe caring environment
- Some clients will if and when ready and with support from Gateway Community staff, move on to a work placement, or employment. Through a programme of mentoring and one-one support, (which can include the mentor attending the placement with the client until the client has confidence enough). With the possibility of gaining an apprenticeship and/or further qualifications.



Client programmes are not time specific, but are determined by client needs and requirements.

Conclusion

We believe and hope here at Gateway Community that in offering this opportunity we help to build a more inclusive and acceptable work environment for all, providing opportunity where there is little, providing a greater social opportunity and interaction for those who need it, providing achievable goals for those who would like the opportunity to achieve, to provide basic life skills to encourage further independence where possible, and to provide an emotionally safe place to learn, grow and be yourself.

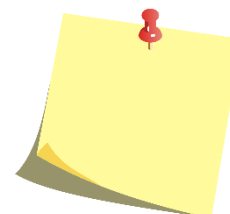


Gateway Community hope to further inspire the local and wider communities by holding events and open days where our clients' hard work and achievements can be admired and built upon with possible future community support being sought and gained.

Footnote

Equality and fairness are central to our work. Gateway Policy requires all learners to have equal opportunity. We are committed to making sure that:

- learners with a protected characteristic (as defined by the Equality Act 2010) are not, when they are undertaking one of our qualifications, disadvantaged in comparison to learners who do not share that characteristic
- all learners achieve the recognition they deserve from undertaking a qualification and that this achievement can be compared fairly to the achievement of their peers.



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like us @GWC17, where you will find our Parents Supporting Parents group please join for useful information and dates of meetings