**Renfrewshire Employability Provision Fact Sheet**

*This factsheet is intended for use by those referring individuals for employability support in Renfrewshire. Similar information, designed for public use will also be available via the Opportunities Portal accessed via the Invest website and YPG Renfrewshire websites. This fact sheet is produced by the organisation delivering this particular offer of support or training and any queries should be directed via the contact details provided.*

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| **Provider**  | VERG Ltd |
| **Name of Project/Programme/Support**  | Prepare to Care |
| **Referral Process**  | Kirsty Coca, Project Co-ordinator07956 052349Kirsty.coca@verg-scotland.comElayne Muir, Operations Director07851 354788Elayne.muir@verg-scotland.comParticipants being referred can choose how they wish to contact or be contacted from contacts above, either phone numbers or email addresses will be quick and effective. |
| **Who is this programme for?**  | This programme is open to anyone, not age restricted. However, particular focus will be on recruiting young people and low income parents.  |
| **Referral criteria**  | Participants with a previous criminal convictions history would need to be fully assessed prior to recruitment to ensure PVG Registration is possible. |
| **Start date**  | Monday 2 May 2022 |
| **End date**  | Friday 10 June 2022 |
| **Number of places in each course** | 12 |
| **Employability Pipeline stages**  |  3, 4, 5  |
| **What is the aim of the project/programme/support?** | To enhance employability skills and provide relevant qualifications and prepare attendees for employment by providing underpinning knowledge and a work experience placement within the Care Sector |
| **Summary of content**  | Sector Specific modules include:• Introduction to Care• Infection Prevention and Control• Equality Awareness• Medicine Administration• Accredited First Aid• Accredited Food Hygiene• Dementia Awareness• Communication Skills• Managing Challenging behaviours• End of Life and Palliative Care • Care Planning/Person-Centred Care• Care Values and Procedures• The Role of the care worker• Adult Support and Protection • Governance (National Standards) • DISC Personality/Psychometric Profile AssessmentsEmployability Skills* Motivational and Confidence Building Workshops
* Equal Opportunities Awareness
* Timekeeping and Attendance
* Employers Expectations/Work Ethics
* How to Sustain your Job in Care
* Resilience – Fear of Failing
* Breaking Habits
* Embracing Change
* Continuous Professional Development (Career Planning)
* Goal Setting and Action Planning (using SMART goals technique) from CPD
* Ongoing one to one meeting and monitoring of progress of Action Plan
* Personal Presentation
* Acceptable Use of IT and social media in the Workplace
* PVG Disclosure

**Provision will run over 6 weeks as follows:**The programme will run over 6 Weeks and will be broken down as follows:1 Week - 18 hours per week Employability Training2 Weeks -18 hours per week Sector/Accredited training (including 1-1’s)1 Week – 18 hours per week Sector/Accredited training (including 1-1’s)2 Weeks – Work PlacementDelivery will be mainly face to face but a couple of sessions will be delivered virtually using TEAMS.It is worth pointing out to clients that they must be able to pass PVG check. |
| **Certification**

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| Name/Code (if appropriate) of Unit/Module/SCQF rated qualification (where the qualification is not SCQF credit rated please include a brief description) – add more rows as required  | SCQF Level | SCQF credit points |
| **Emergency First Aid at Work**  | **6** | **1** |
| **Elementary Food Hygiene** | **5** | **1** |
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| **Project/programme outcomes**  | Successful completion of the programme will allow participants to increase their skills and knowledge within the Care Sector and move into employment opportunities (part time or full time) or on to a Modern Apprenticeship or into a Care qualification within Further Education.  |
| **Participant Travel, Allowances, tools, uniforms etc**  | Participants will receive travel expenses, Personal Protective Equipment and PVG registration. Young people not on benefits may be eligible to receive a weekly training allowance. |
| **Additional information**  | Participants should be reasonably fit and healthy as there is an element of moving and assisting clients within the Care Sector.  |

**This project has been supported by the Renfrewshire Employability Grants Programme**

**Funded by:**

 **Managed by:**