



The Government Kickstart Scheme



About

The Kickstart scheme asks employers to create a 6 month work placement for those aged 16-24; allowing young people to gain valuable experience and training which boosts their employability and life skills.

The best bit? The Government will cover the wages of each young person (National Minimum Wage for 25 hours a week), plus the associated employer minimum National Insurance and Pension contributions.

The Scheme is also an excellent opportunity for employers to work with young people who wish to complete

an apprenticeship; giving both the school and the young person an opportunity to “try before you buy”

Employers can create as many placements as they like, each lasting 6 months. There is no obligation to offer the young person a full time position after the placement has ended (unless they want too!).

More details of the scheme are explained throughout this brochure but if you have any further questions, or would like to get started please contact us on:

 01472 493004

 kickstart@thinkemployment.com

 thinkteaching.co.uk

KICKSTART
SCHEME



New Role(s)

The role(s) you are must not be a replacement for a current role.



Eligible Candidates

The people you hire must be 16-24 years old and on Universal Credit.



Fully Funded

The government covers 100% of the wage costs for each young person.



Placement

The placement should be 6 months and can start anytime during 2021.



Paperwork

Don't worry – we'll sort out all the practical work with DWP.



Support

Receive recruitment, admin and learning support during the scheme.



Benefits of the Scheme

We're sure you'll agree that employers and individuals alike have felt the economic and social impact of the Coronavirus. School closures, staff absences and general uncertainty has lead to an increase in workload and pressure.

The Kickstart scheme aims to solve this by providing you with the additional, hands-on support you may lack, without the associated costs.



No direct costs

Receive admin, recruitment and 'wrap-around' learning support throughout the scheme.



Skilled Workforce

The placement gives you the opportunity to identify new talent and provide effective training to (potential) future staff.



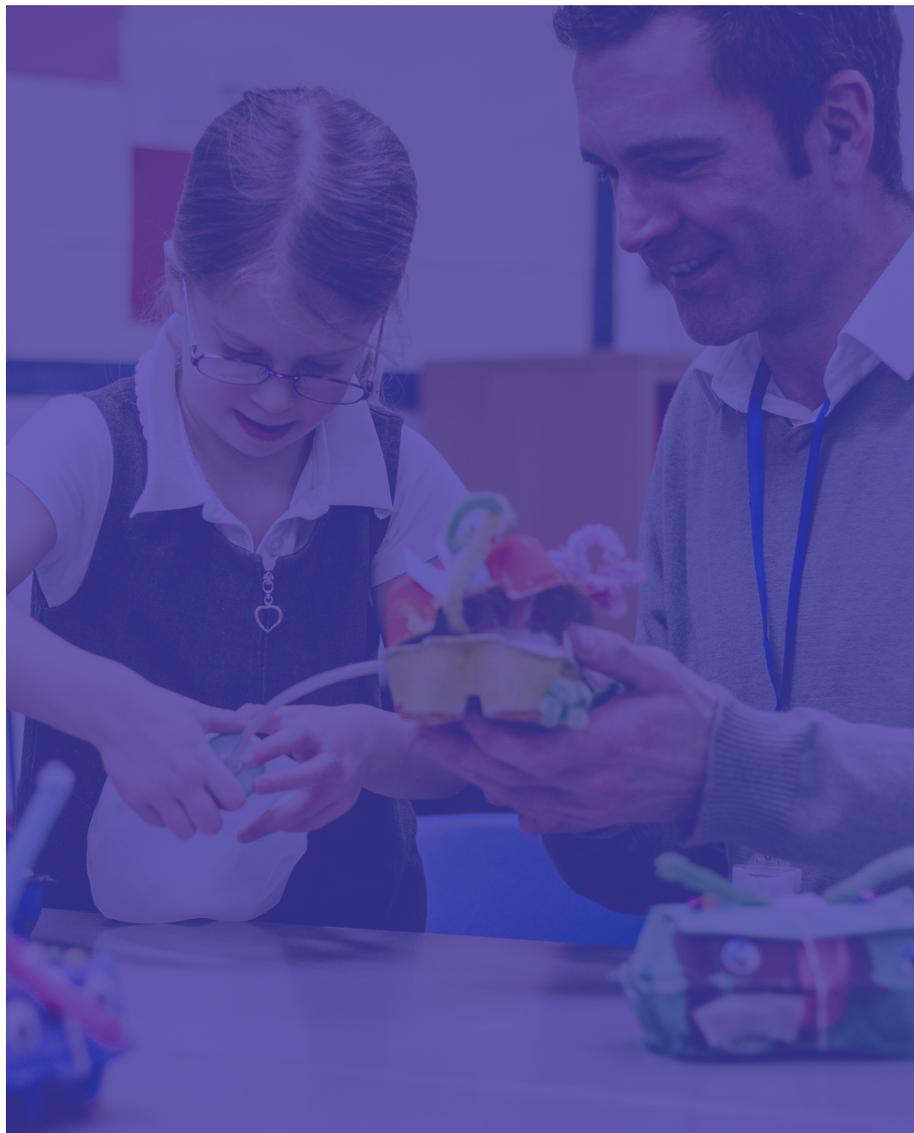
Inspire the Future Generation of Teaching Support Staff

The Kickstart Scheme offers a unique opportunity to support the community and help young people to;

- Improving their well being
- Boost their personal development
- Make a positive start to achieving their career aspirations

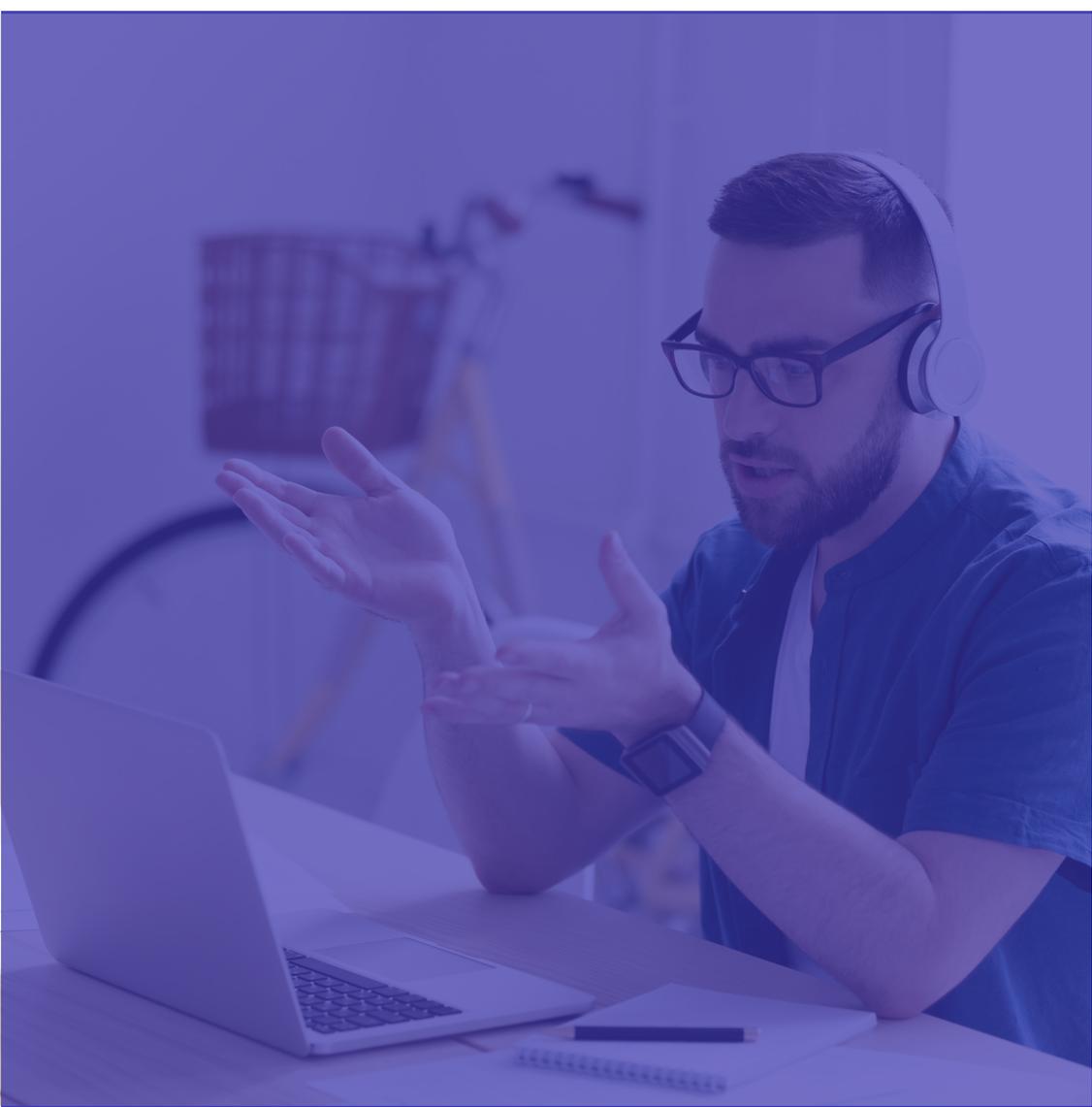
You and your school can help young people gain the skills, confidence and experience they need to work in support roles in schools and nurseries.

Each job placement will help young people gain valuable skills and experience, and contribute to your community.



14.6% vs 4.8%

Young people are bearing the brunt of the recent pandemic, with unemployment rates soaring above the national average.



What placements can I have in my School?

Placements can be for any job role in your school, as long as the placement is:

- An entry-level or trainee role.
- Not replacing a current role.

Our example placements are shown below, although you are not restricted to these!

You can combine elements of different placements into one if you wish, or create your own position to meet the needs of you and your school.

If you need help creating a placement that will benefit your school, contact us! We can discuss your needs and help you to write the placement description before you apply for it.

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Teaching Assistants | <input checked="" type="checkbox"/> Caretakers | <input checked="" type="checkbox"/> PE Assistant |
| <input checked="" type="checkbox"/> Support Staff | <input checked="" type="checkbox"/> Administration roles | <input checked="" type="checkbox"/> Administration roles |
| <input checked="" type="checkbox"/> Cleaners | <input checked="" type="checkbox"/> Catering Staff | <input checked="" type="checkbox"/> Playground Support |
| <input checked="" type="checkbox"/> EHCP Assistant | <input checked="" type="checkbox"/> Facilities Assistant | <input checked="" type="checkbox"/> COVID Assistants |

So.. where do Think Employment come in?

Schools and other employers can either apply to recruit Kickstart candidates directly, or use a Gateway like Think Employment who will handle the recruitment, administration and employability support on your behalf.

As an established training provider, who is driven to support individuals in their search for work; we are excited to be part of this scheme as we have seen first hand how increased employability (and more importantly work experience) can drastically improve the opportunities for young people.

For almost two decades, we have delivered a range of funded courses

that provide individuals with nationally-recognised qualifications.

Each Young person that we put forward for your placements, will have already achieved, or be working towards one of the relevant qualifications shown on the right.

Each course is completed online, which makes it ideal for those working from home.

Our full list of courses can be found at www.thinkemployment.com/courses/



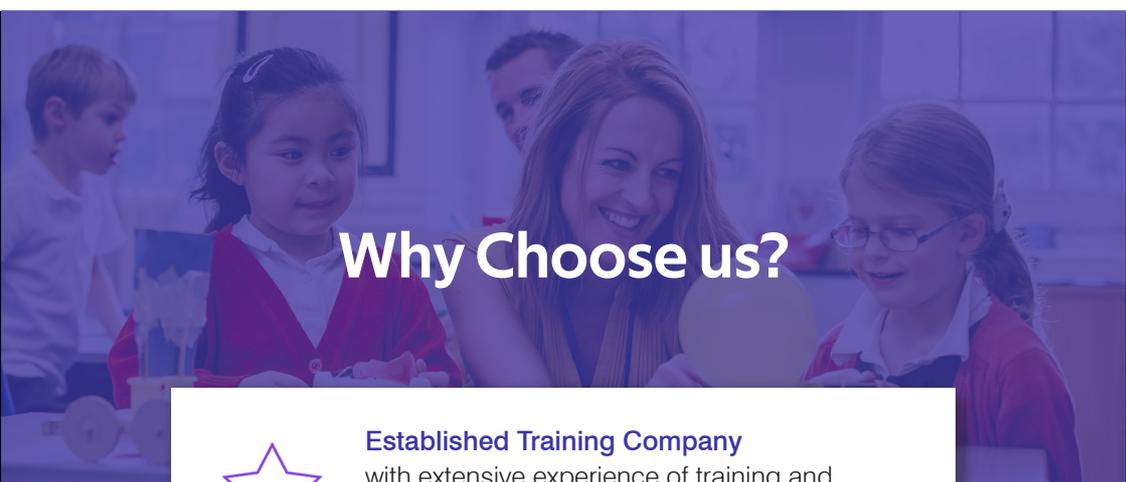
Courses for Kickstart Candidates

Vocational Training Courses

- Level 1 Award in Preparing to Work in Schools
- Level 2 Award in Support Work in Schools
- Level 2 Certificate in Supporting Teaching & Learning in Schools
- Level 2 Award in Introducing Caring for Children and Young People
- Level 2 Certificate in Understanding Safeguarding and Prevent
- Level 2 Certificate in Principles of Business Administration
- Level 2 Certificate in Understanding Autism
- Level 2 Certificate in Equality and Diversity
- Level 2 Certificate in LGBT Inclusion in the Workplace
- Level 3 Award in Supporting Teaching and Learning in Schools
- Level 3 Certificate in Supporting Teaching and Learning in Schools

English and Maths Courses

- Functional Skills English Level 1
- Functional Skills English Level 2
- Functional Skills Maths Level 1
- Functional Skills Maths Level 2



Why Choose us?



Established Training Company

with extensive experience of training and supporting unemployed, young people across the UK in the education sector.



High Quality Candidates

We only refer candidates who have, or who are working towards, a relevant level 2 qualification (including Maths and English).



Local Links

Our close relationships with local Job Centre Plus' will help to make your experience with the scheme as smooth as possible.

Our Accreditations & Partners



INVESTORS™
IN PEOPLE



ersa
Employment Related
Services Association



ncfe.



Department
for Work &
Pensions



bcs
The Chartered
Institute
for IT



City &
Guilds
Accredited



matrix
Quality program for all
levels of apprenticeship
approved by the Skills Accreditation Body



openawards



Skillsfirst



cache



KICKSTART
SCHEME



ofqual



jobcentreplus



National
Careers
Service



Lincs
Jobs • Skills • Training



THINK
online training

1. Initial Scoping Meeting

Our Kickstart representative will contact you to discuss your requirements and expectations. They will discuss your school, what placements you would like to offer and identify what support you require from us during the scheme.

2. Write & Advertise Job Description

Once we understand what placements you would like to provide, we will work with you to write a suitable placement description. We will then advertise the position for free on our website, social media channels and via email.

3. Application Sifting

We will sift the applications that we receive through our advertising and put forward the candidates we feel are most suitable for you. All applications we pass on will have, or will be working towards, a level 2 qualification that is relevant to the position they have applied for - including Maths and English if required. Each employer can also put forward their own candidates for the position!

4. Interviews

Once you have short listed potential candidates, it is time to interview! We will contact and arrange all interviews on your behalf and can provide free interview facilities if required.

5. On boarding

Congratulations! It's time for the young person to join the team. We will help with all necessary employment contracts, DBS checks and the Kickstart inductions, so you can focus on providing a warm welcome for your new member(s) of staff.

6. Ongoing Support

We will support the young people throughout their placement with employability skills, CV support and career advice, to ensure they have the best chance of gaining further employment after the placement.

7. Placement Complete

After 6 months the placement is complete. The young person should now be well equipped with key, transferable skills that will boost their employability for future roles (which we will help them to find). You are not obliged to offer them a full time role.. (unless of course you want too!)

As the scheme is running until December 2021, why not create additional placements for new kickstarts? There is no limit on how many placements you can have!

8. What next?

The Process: Explained

01472 493004

kickstart@thinkemployment.com



Employer & Gateway Obligations

DWP will not make any payments until it is satisfied that the funding will be used for eligible expenditure only. As an employer it is your responsibility to provide evidence of this - or risk a deduction/removal of funding.

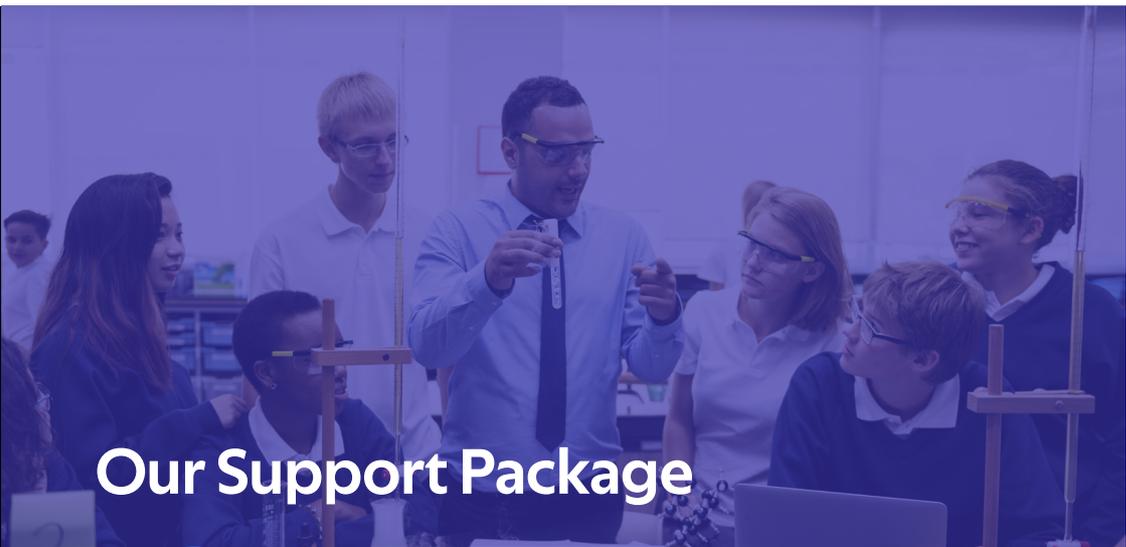
As your Gateway, we will review your use of this funding, with each review taking into account the delivery of the funded activities against the following agreed outputs:

- Provide full details of the Kickstart scheme vacancies to the Gateway and DWP and evidence that these jobs are new jobs promptly following signing of the funding letter.
- Provide support to help each participant with finding future

employment. This can include on-the-job training, work search support, transferable skills development, mentoring and careers advice, and support with CV and interview preparation.

- Help to build each Participant's work skills which can include developing attendance management, timekeeping, team work and communication skills. This will help the participant's employment prospects after the Kickstart Scheme job ends.

The full list of employer obligations can be found at: <https://www.gov.uk/government/publications/kickstart-scheme-terms-and-conditions>



Our Support Package

Acting as your Gateway, Think Employment can deliver a large number of the government requirements on your behalf; so you can focus on helping the new recruit settle into the school.

Our support package includes the essential audit obligations such as: [liaising with DWP/ JCP work coaches](#); [monitoring and recording delivery of success](#); and [funding tracking](#). Plus a variety of other, required procedures (shown on the right).

In addition to paying the wages of the candidate, there is a Kickstart grant of **£1500**. If you partner with us **£1000** covers 100% of the costs of support outlined here. The balance of **£500** is passed directly to the school.

For further information, or to sign up to the scheme, please visit www.thinkteaching.co.uk/register or contact us on:
- **01472 493004**
- kickstart@thinkemployment.com

During Application Process

- Job description & specification
- Local Kickstart job advertising
- Access to in-house learner pool
- Maths & English checks for all potential candidates
- Information & Guidance session for all potential candidates

Before the Placement

- DBS checks
- Right to work check
- Standard Kickstart induction (Including Safeguarding & Prevent training)
- Mentor introduction
- Kickstart development plan

During the Placement

- Employability Skills Development including:
 - Peer support webinars
 - Online resources
 - CV & interview workshops
 - 1-1 Zoom meetings with mentor
 - Work search guidance

Following the Placement

- Access to Think Teaching jobs board
- Achievement support:
 - Interpersonal skills
 - 1-1 mock interview
 - Access to further learning opportunities