

Longcause Vocational Booklet



Our Longcause profile is a way of gathering information. It is a discovery document that is specifically related to work and supporting someone with Special Educational Needs or disabilities to find a job or purposeful destination in the future. Our Longcause vocational profile is designed to be used as a person-centred approach to finding out what a young person wants to do and provides an opportunity to understand what a person is interested in and to explore why. If special schools, mainstream schools, alternative provision and colleges do not complete a vocational profile, then we do not know enough about a young person in relation to their aspirations for work and to get the best match of a job or future destination for them. It is not necessarily intended that young people complete a profile by themselves, but for someone to support them to work through it until it is complete. It should be done through a conversation or series of short conversations, ideally with support staff, teachers or someone who is going to support the young person on any work experience, a work placement, a supported internship or to get a job.

It is intended schools start using the profile with pupils in year 8/9 as part of the school curriculum and complete by the time they are in year 11 or Post 16, whatever is suited to the young person. This document would then travel to their post 16, 18 or 19 destinations and can be added to and utilised to aid transitions into employment. The Longcause Vocational profile will also support career guidance or EHCP meetings to build a bigger picture of the young person and support them best.

The Longcause vocational profile should be a live document, if at all possible - kept online and updated after any kind of work experience, work placement or changes of aspirations. This document can then travel with the young person to future destinations to ensure information is built up over time. This document will support transitions to colleges and training providers. Colleges and training providers can then add and amend the document as the young person is ready to transition into work. The vocational profile can also be utilised in EHCP/annual reviews. The Longcause vocational profile will capture details of where someone lives and who they live with, information that helps us understand what support a person might need to get a job in the future or move to a meaningful destination. It helps to identify areas for development such as learning how to travel independently, telling the time and using money.

This document will be key in supporting positive transitions from school to their next steps and to ensure colleges and next step providers have a full picture of a young person's capabilities and areas for development. Doing a vocational profile is an opportunity to find out what a young person is interested in, what their skills and talents are and it is a way of opening doors to what is possible. It should be a motivating conversation not one that leaves young people feeling they cannot succeed.

To ensure the profile is person centred please utilise this supporting document to ensure learners are inputting into their own vocational profile. Adults can complete the written information on behalf of the young person.

Part 1 - Finding the right path for you - A supporting adult to complete this section with the young person - this page includes - Name, adult/parent supporting, dates and EHCP details. Each time information is added to the document on page 1 additional dates can be added to capture the information and progress made. - complete in year 8/9 or year 1 of college.

Part 2 - It's all about me - A supporting adult to complete this section with the young person - this page includes - Name, Date of Birth, Address, Contact details, who the young person lives with, school or college they attend and language- complete in year 8/9 or year 1 of college.

Part 3 - It's all about me - A supporting adult to complete this section with the young person - this page includes -support to communicate, medication, challenges, behaviours, hobbies, interests, personality and likes and dislikes. Complete in year 8/9 or year 1 of college.

Part 4 - It's all about me - A supporting adult to complete this section with the young person - this page includes -people important to the young person, strengths, reading and writing support, personal care, specialised equipment and homecare. Complete in year 8/9 or year 1 of college.

Part 5 - Devices you use and support needed at work or college - A supporting adult to complete this section with the young person - this page includes used devices, supported needed at college or work with standing, walking sitting etc - complete in year 9/10 or year 1 or 2 of college.

Part 6 - support needed at work or college - A supporting adult to complete this section with the young person - this page includes support needed at work or college such as problems and difficulties a young person may face and what is important to the young people. Complete in year 9/10 or year 1 or 2 of college.

Part 7 - How do you travel and how do you use money? - A supporting adult to complete this section with the young person - this page includes -Travel needs and support and how they use money and support needs complete in year 9/10 or year 1 or 2 of college.

Part 8 - How do you tell the time? - A supporting adult to complete this section with the young person - this page includes -How young people tell the time and support needs. complete in year 9/10 or year 1 or 2 of college.

Part 9 - Leaving school or college - A supporting adult to complete this section with the young person - this page includes what's important to the young person when they leave their current setting to support successful transition. complete in year 10/11 or year 1 or 2 of college.

Part 10 - Getting a job and planning your career - A supporting adult to complete this section with the young person - this page includes -Jobs family and friends do, workplace visits, work experience and supported internships complete in year 10/11 or year 1 or 2 of college.

Page 11 - Getting a job and planning your career - A supporting adult to complete this section with the young person - this page includes - paid work, volunteering, support needs, complete in year 10/11 or year 1 or 2 of college.

Part 12 - Planning for your job and planning your career - A supporting adult to complete this section with the young person - this page includes -exploring different career ideas complete in year 10/11 or year 1 or 2 of college.

Part 13- Planning for your job and planning your career - A supporting adult to complete this section with the young person - this page includes -working environments and working patterns complete in year 10/11 or year 1 or 2 of college.

Part 14 - Planning for your job and planning your career - A supporting adult to complete this section with the young person - this page includes -Self-employment exploration, complete in year 10/11 or year 1 or 2 of college.



Who



do you



live with



at



home?



Mother



Father



Brother



Sister



Grandparent



Carer



What is your first language?



British Sign Language



English



Polish

پنجابی

ਪੰਜਾਬੀ

Punjabi

اُردو

Urdu



Bengali



Arabic



French



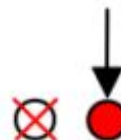
Chinese



Spanish



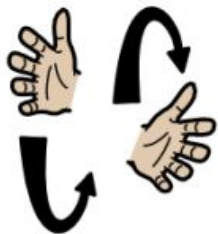
Portuguese



Other



Do you need help to communicate?



Signs



Symbols



People

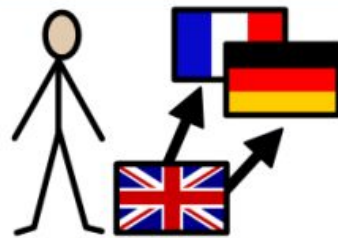


Technology

yes



Makaton



Translator



Do you



take



medication?



Do you



need



help



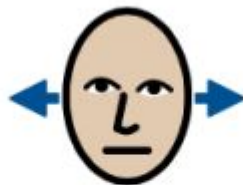
to take



medication?



YES



NO



Yes and I
need support



Do you have any behaviours people need to be aware of?



Hitting



Pulling Hair



Kicking



Pushing



Abusive Language



Shouting



Throwing objects



smashing



Damaging



Screaming



Running away



Temper Tantrums



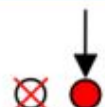
Don't follow
instructions



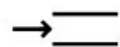
daydreaming



banging head



other



What can start your behaviours?



Pain



Too Loud



Crowded



Too Bright



unexpected



Clothing



Too fast



Too hard



New people



unfamiliar



Too close



New places



Boredom



problems at home



Too many
instructions



want attention



What do you need to feel happy, healthy and safe?



Friends



Warm Welcome



To Play



To have fun



Calm Space



To be Active



Access to technology



Good night sleep



Medical Care



Routine and familiarity



Caring adults



Recognition



Activities



Healthy food



Get to know people who help me



Safe from people who may harm me



What

are

your

hobbies

or

interests?



Watching TV



Listening to Music



playing sport



playing music



Collecting



train spotting



Coding



poetry



Lego



Cooking



Baking



Drawing



Art



Trampoline



Swimming



Bowling



Horse Riding



Looking after animals



Fishing



Cycling



Running



Chess



Walking



Reading



Video Games



Gardening



Youtube



Dancing



Singing



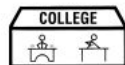
models



Computers



Photography



What

do you

enjoy

at

school

or

college?



Break time



PE



Teachers



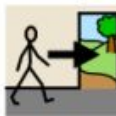
friends



My lessons



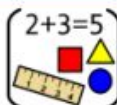
Going on trips



Going outside



English



Maths



Science



Computing



PSHE



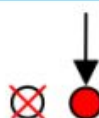
Art










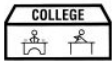
Work Experience





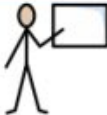





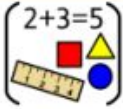






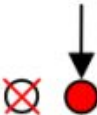
Music



Other

 What do you not enjoy at school or college?

 Break time	 PE	 Teachers	 friends
 My lessons	 Going on trips	 Going outside	 English
 Maths	 Science	 Computing	 PSHE
 Art	 Work Experience	 Music	 Other



How would you describe yourself?



Quiet



Shy



noisy



Confident



Sad



Anxious



Cheerful



chatty



Emotional



Funny



Caring



Helpful



Clumsy



fearless



Brave



Kind



Trustworthy



positive



independent



Active



Gentle



Scared



Rude



Messy



Tidy



Lazy



Stubborn



Curious



Respectful











Serious

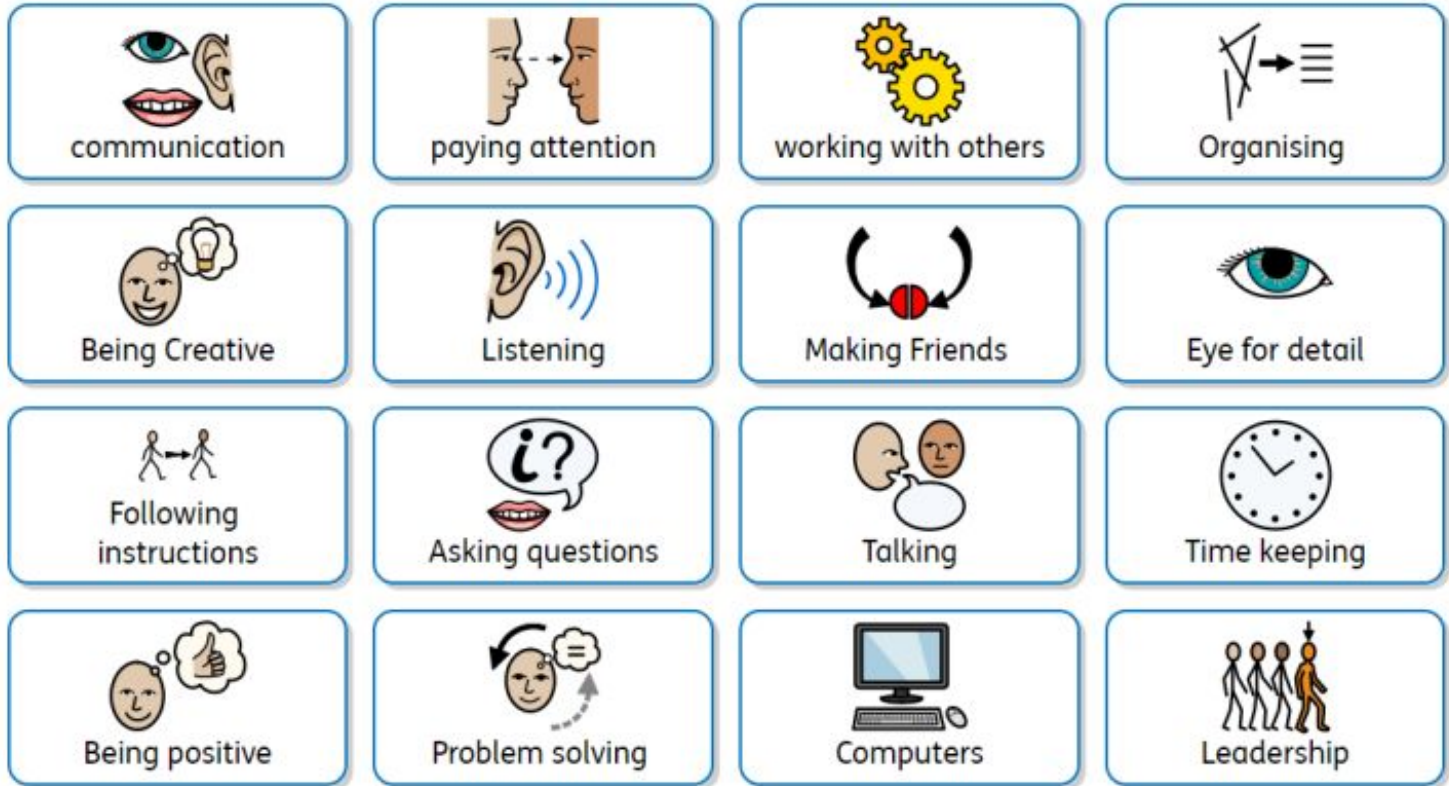


Imaginative



Calm

 What
  are you
  good
  at?
  Both
  home
  and
  school.





Who are the people who are important to you?



Mother



Father



Grandmother



Grandfather



Brother



Sister



Auntie



Uncle



Friend



Teacher



Teaching Assistant



Mentor



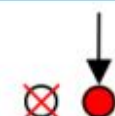
Social Worker



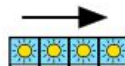
Work Colleague



Cousin



Other



Why

do you

want

a

job

in the future?



Earn
Money



Meet new
People



Learn New
Things



I would
enjoy
working



Independence



To follow
my passion



To
challenge
myself



To grow
and
develop



How



independent



are you



with



reading?



I can read a
word



I can read a
sentence



I can read a
book



full support



some support



independently



How



independent



are you



with



writing?



I can write a
word



I can write a
sentence



I can write a
story



full support



some support



independently



Do you

need

help

with



Getting
dressed



having a
bath



Having a
shower



Eating



Drinking



Going to
the toilet



Brushing
Teeth



Combing
Hair



Do you



need



special



equipment



to help



at



school



or



work?



Sensory toys



Reading pen



Hoist



Calm Space



Walking aid



other specialist
equipment



specialist seating



Specialist desk



Adapted Keyboard



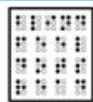
Voice recognition
software



Wheelchair



communication
devices



Braille



Hearing Aids



Audio recorder



Pencil Grip



Do you



need



special



equipment



to help



at



school



or



work?



Timers



Computer



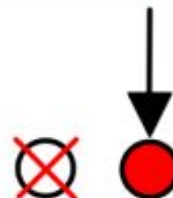
Screen
readers



Cane



Adaptive
switches



other



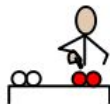
Can



you



do



these



things



at



home



independently?



Cook a
meal



Make a
drink



Laundry



Washing
up



Make a
sandwich



Buy
groceries



Pour a
cold drink



Housework



What devices do you use?



Desktop
computer



Ipad



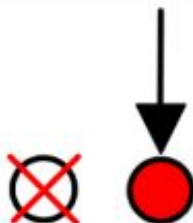
Laptop



Tablet



Mobile phone



Other



Do you



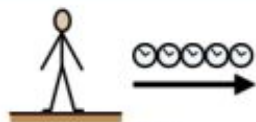
have



difficulties



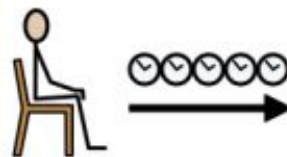
with...



Standing
for a long-
time



Lifting



Sitting for a
long-time



Walking



carrying



Using your
hands



Kneeling



Balance



Do you



have



difficulties



with...



Allergies



Taste



Sight



Touch



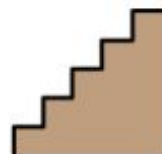
Hearing



Being in
crowded
places



Smells



Using the
stairs



What is important in your life?



Diet



Clothing



Keeping fit
and healthy



Religious
Observance



Festivals &
holidays



Something
Else



How do you travel?



Drive a car



By bus



Passenger in
a car



Cycle



Taxi



Walk



How



do you



use



money?



I have a bank
account



I use cash



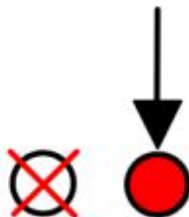
I use a card



I use a
cashpoint



I use online
banking



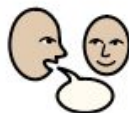
other



How



do you

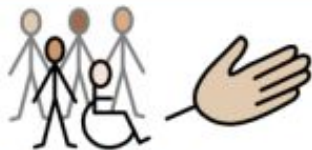


tell

the



time?



People help
me



I use a Mobile
Phone



I understand the
24 hour way of
telling the time











I use an
Analog watch





I use a digital
watch



I understand the
12 hour way of
telling the time

What things are important to you when you leave school

or college?



Making new friends



Visiting before



Meeting new teachers



How to get there



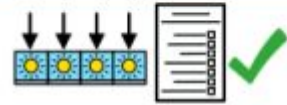
Having a Timetable



Virtual Tour



Map of building



Daily Checklist



transition day



Visiting lots of colleges,
training providers



Listen to me



Meet my needs



Ideas for work experience or visits.



Animal care Sector



Agriculture Sector



Environment sector



Business Sector



Finance Sector



Childcare sector



Education Sector



Construction Sector



Recycling Sector



Energy Sector



Engineering Sector



Hair And Beauty
sector



Health and social
Sector



Hospitality and
catering sector



IT and Digital sector



Law and Politics
Sector



Retail
Sector



Media
Sector



Performing
Arts Sector



Customer
Service



Emergency
services



Sport
sector



Tourism and
Leisure
sector



Transport and
distribution
sector



Career



ideas



you



would



like

to



explore.



Airport



Farm



Gardens



takeaway store



Factory



Stables



Leisure Centre



Superstore



Railway station



Bus Station



Garden Centre



IT Careers



Cinema



Countryside



Manufacturing
Careers



Shop



Library



Plumber



Hairdressers



Cafe



Electrician



Building site



Hotel



Game designer



Petrol station



Warehouse



Kennels / Cattery



Car Park



Restaurant



Pub



Nursery



School/College



Does



this



sound



good



or



not



for a job?



Working with lots of
people



Working with a few
people



Working mostly
inside



Working mostly
outside



Moving around



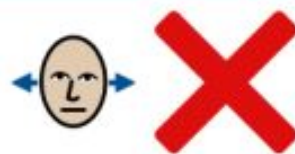
Sitting down











That sounds good!



I'm not sure



















No









 What days and times of the week do you want to



work?

 1 day	 2 days	 3 days	 4 days
 5 days	 Monday	 Tuesday	 Wednesday
 Thursday	 Friday	 Saturday	 Sunday
 Early Morning	 Day time	 Night Time	 Late afternoon



Do you

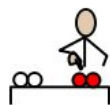


like



any

of



these



self-employment



ideas?



Recycling



Dog Walking



Training others about
disability and equality



Selling items you
have made



Handy worker



Beauty Therapist



Blogger



Gardening Services



Catering Services



Photography



















Pet care



Your own idea

Who would you like to include in your employment

journey?

 Mother	 Father	 Grandmother	 Grandfather
 Brother	 Sister	 Auntie	 Uncle
 Friend	 Teacher	 Teaching assistant	 Mentor
 Social Worker	 Job coach	 Carer	 Other