



SEN and Disability Local Offer:

Name: Fix It UK Ltd

Setting Name and Address	Fix It UK Ltd Unit 6 & 7 Rosebridge Ind Est, Spring View Wigan WN3 4TA	Telephone Number	01942 864936
		Website Address	www.fixit-uk.org
Does the post 16 setting specialise in meeting the needs of young people with a particular type of LDD?	Fix It UK Ltd has two centres in the Wigan area allowing access for all parts of the borough, where we deliver motor vehicle and social and personal development training, and are able to cater for young people and adults who may have physical, social, mental health, learning difficulties, disabilities or behavioural issues.		
What age range of learners does the post 16 setting cater for?	14+ (14-16 age students attend as part of a schools partnership provision). 16 years to 25 years if in formal education. No upper limit for Adult Social Care.		
What is the admission criteria for your post 16 setting?	To access a place on our vocational programme a young person will need to be between the ages of 16 and 25, have an Education, Health and Care Plan and have a place commissioned by their local authority or a direct payment budget. A direct payment budget can be used to purchase a package with Fix It.		
Name and contact details of your establishments Additional Learning Support lead	Denise Pimblett, Operations Manager d.pimblett@fixitukltd.co.uk 01942 864936		

Name and contact details of the person/role responsible for maintaining details of the Local Offer

Name of Person and Job Title	Denise Pimblett Operations Manager		
Contact telephone number	01942 864936	Email	d.pimblett@fixitukltd.co.uk

Please give the URL for the direct link to your Establishments Local Offer

<http://www.fixit-uk.org/>

Accessibility and Inclusion

Fix It UK Ltd has two centres in the Wigan area, one in Spring View and one in Pemberton. Fix It offers an alternative training provision, that is inclusive, engaging and allows students to learn at their own rate in a calm, safe environment.

Since 2004, the charity has been providing students with a training and personal development programme focused on achieving motor industry recognised qualifications. Crucially, the Fix-It UK Ltd courses help students to gain the confidence to approach potential employers or go further in education by enrolling at college to continue their studies. It is also important to note that the majority of Fix It students do not all progress to work in the Automotive industry. They all gain employability skills that are transferable to many other employment sectors. These transferable skills include:

- Time keeping
- Regular attendance
- Working with others
- Understanding of Health and Safety in the work place
- Following instructions
- Working as part of a team
- Working independently
- Telephone skills
- Customer service skills

The small group sizes enable training staff to build relationships with the students enabling them to overcome any barriers to participation/engagement at a very early stage.

This intervention is different and innovative as it fills a niche that formal pre and post 16 education cannot meet for this vulnerable client group. Small group sizes are the key to the success of this initiative. Feedback from our former student's highlights the value they place on the opportunity they have to build relationships with the trainers and the rest of the staff. It puts them at ease and they are not overwhelmed with the size of the building or the noise and distractions that they would face in schools or mainstream colleges.

Teaching and Learning

Fix It UK delivers motor vehicle qualifications by suitably qualified staff in both the motor vehicle and personal and social development areas. Qualifications are delivered from Entry level 3 up to and including level 2 from an internationally and industry accepted awarding body IMI.

Students are supported and encouraged by additional learning assistants and volunteers. Students are given extensive knowledge in the subject area, but are allowed to progress at their own speed with no pressure but are encouraged to participate and try new things without fear of failure.

All students are provided with an Individual Action Plan at the beginning of their course that they contribute to and agree targets, which are reviewed on a 6 weekly basis. Students are encouraged to "try new things" with support from staff to prove that they are able to achieve even when previously they have struggled.

Fix It has strong relationships with many different providers within the Wigan borough that ensures all students are given opportunities to develop, move on in their lives but be safe and sure that their needs are being met and supported.

Progress monitoring and review

Before students commence up for Fix It, all are welcome to attend taster days, where they can meet the staff, observe and become aware of the environment in which they are going to be working. All parents, carers, etc are welcome to visit with the young people to familiarise themselves with the environment.

All students undertake a full days induction during which time the young people will be introduced to their tutor and support staff, complete an Individual Learning Plan, be issued with their own personal protective equipment and locker and be informed of the workplace regulations that have to be adhered to whilst working in a garage environment.

An initial review helps the delivery team assess the student's ability to enable them to personalise the delivery to suit their learning style. Every participant is encouraged to take ownership of their personal learning plan to promote achievement and celebrate their progression at every stage of their journey. SMART targets are set at the beginning of the year and then reviews are undertaken every 6 weeks to ensure students are progressing, meeting their targets and are not experiencing problems with the course and further targets are discussed and set. At the end of each session a daily report sheet is also completed by the tutors detailing what work has been carried out and how each student has performed. Parents/carers can visit at any time to discuss progress and see the young person's work.

Safeguarding

Fix It UK has all the relevant policies and procedures in place to ensure all staff and students are protected, these include Safeguarding, Health and Safety, ICT/Media, Mobile phone/Camera and many more. All these policies are available upon request. All staff and volunteers undertake an Enhanced CRB/DBS check before commencing work at Fix It.

Fix It has experience of and currently works with many schools and organisations, looked after children and young people/adults with various disabilities including physical disabilities, autism and mental health issues, All staff undertake the necessary training to deal with the wide variety of students that attend Fix It.

There is adequate parking at Fix It for vehicles to pick up and drop off, there is a bus stop directly outside Fix It for independent travellers and there are always staff around to ensure students are safe when crossing roads or entering taxis, etc. All students are expected to remain on site when they arrive in a morning until the finish of the day, and as we have canteen facilities to provide breakfast, lunch and snacks students should have no need to venture off site.

All activities and areas are risk assessed and are updated on a 12 monthly basis or before if required.

Health (including Emotional Health and Wellbeing)

When students first attend Fix It they are required to complete a personal information form which provides Fix It with at least one emergency number and contact. There is also a consent form that we ask parents/carers to complete with information relating to medical issues, contact numbers and permission for possible exposure to the media, photographs and activities.

If students require medication and are able to self-administer this whilst at Fix It, this will be discussed during their Induction. Fix It staff do not currently administer medication to students, should medication need to be administered during the day, then students and carers are asked to request a meeting with management to discuss how this can be achieved.

First Aid is administered by one of our trained first aiders and all necessary paperwork completed on site. Should a student require hospital treatment then an ambulance will be called, if required or a member of staff will take the student to A and E and will remain with the student until a parent/carer of the student arrives to take over.

Communication

Students who attend Fix It are put into small groups with a named trainer and various learning support assistants and volunteers to assist. Students and their parents/carers have open access to all staff and if necessary can make an appointment to see the Operations Manager who oversees all provision and will also ensure that time can be allocated to allow a student's trainer to be involved in the appointment.

Students are updated on their progress on a daily basis and review sheets are completed at the end of each day. Six weekly reviews also take place on a one to one basis to ensure all students are meeting their potential. Parents/carers are welcome to attend these reviews.

All students are asked to complete exit reviews upon completion of their course.

Working together

Fix It works closely with all parents, carers and guardians of young people. We also work closely with other agencies to give our learners as many opportunities as possible to develop their independence, employment and skills.

For learners with social, emotional needs, learning difficulties and / or disabilities, where necessary, there is regular liaison with external agencies and case conferences drawing all relevant parties together for the benefit of the learner.

Fix It actively encourages visits from other professionals who are working with students and third parties are always invited to any review meetings.

Help and support available

For further information regarding Fix It please visit our website – www.fixituk.org. Alternatively contact the Operations Manager on 01942 864936. Fix It is open weekdays all year round and anyone is welcome to make an appointment to visit and have a look around. Fix It UK Ltd, Unit 6 & 7 Rosebridge Ind Est, Spring View, Wigan WN3 4TA.

As Fix It has 2 current sites transport between the two will be used to enable full and open access for all users from all parts of the borough.

Transition to and from the institution

All potential students can access taster days to ensure the course meets expectations. All students undertake 1:1 reviews on a regular basis and at these reviews discussion will take place regarding their transition into further years of the programme. Full support will be given to all students looking at their options when moving on from their final year in training.

Enrichment/Additionality

Alternative activities are offered at the end of each academic term, with students deciding when and where they would like to visit or activities they would like to participate in.

