



YOUR PATH TOWARDS INDEPENDENCE, WELLBEING AND WORK

VOCATIONAL TRAINING, PERSONAL DEVELOPMENT
AND EMPLOYABILITY FOR DISABLED ADULTS

HELPING YOU TO BE YOUR BEST

UK REGISTERED CHARITY

- Formed in 1972
- We focus on ability
- Based in Battersea, Wandsworth
- Working across the boroughs in London



SUPPORTING DISABLED ADULTS

We support people with learning disabilities, autism, physical/sensory impairments and mental health needs

OUR AIMS

- To help disabled people reach their potential and achieve their life goals
- To ensure everyone has open and equal access to employment, education and personal development



OUR COMMUNITY

- We believe everyone has something to offer others and their community
- We want to help everyone to live happy, healthy and independent lives



ACCREDITED COURSES

Get nationally
recognised
qualifications



INDEPENDENT LIVING SKILLS

Work towards
independence
and employment



PERSONAL DEVELOPMENT

— Learn something new,
get fit and improve your
health and wellbeing



SOCIAL

Go Anywhere.
Do Anything. Meet
people, make new
friends



Share **ACCREDITED COURSES**

Learning • Living • Wellbeing



**INDEPENDENT
LIVING SKILLS**



BASIC SKILLS



CATERING



HORTICULTURE



DIGITAL SKILLS

At Share we use the Outcome Star, an evidence-based online tool to measure students' progress over time. This tool helps us to pinpoint each student's life and learning goals and helps them to achieve those goals.

We use the Student Star – one version of the Outcome Star, to measure each student's personal learning journey at Share.

With this tool, we can help our students to set goals for themselves and evaluate how well they're doing over time.

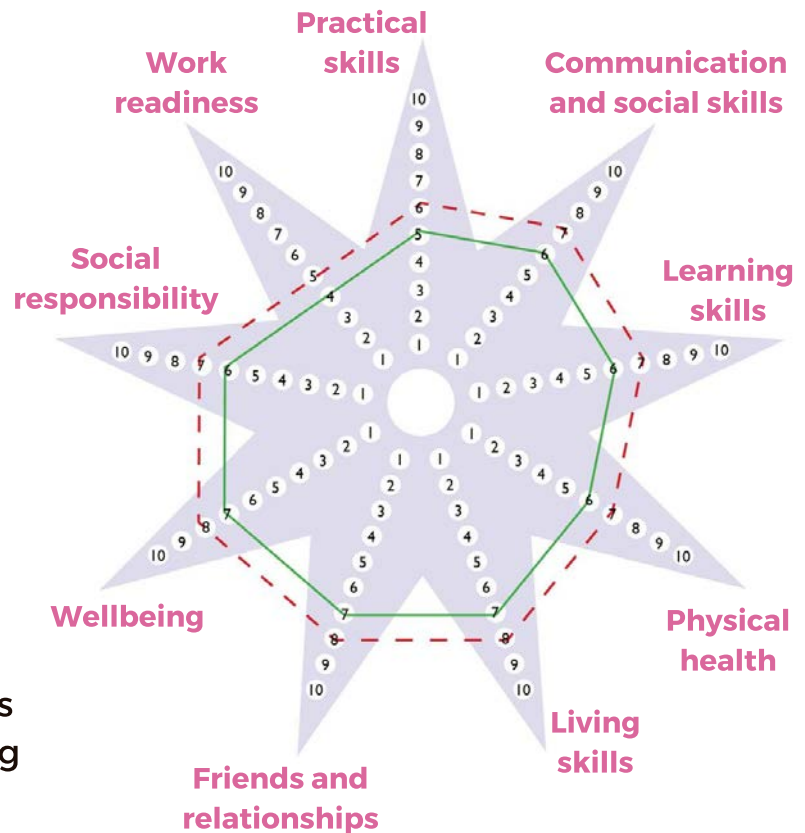
This Student Star reviews student progress across nine core areas:

- Practical skills
- Communication and social skills
- Learning skills
- Physical health
- Living skills
- Friends and relationships
- Wellbeing
- Social responsibility
- Work readiness



Each area is evaluated as steps on a ladder to measure a student's current level of understanding and record learning goals for further development. This involves taking readings at the start of a student's journey and plotting the numerical scores on the Student Star, and then repeating this process at regular intervals to track progress. Based on these markers, staff can work together with students to develop a programme of support to help them achieve their personal goals.

This work enables us to not only support individuals, but also informs us about changes that we might need to make to Share's programmes to accommodate our students' changing needs.



COMMUNICATION

- How to tell others what you want or how you are feeling
- How to find the right communication method and tools for you



EVERYDAY LIVING SKILLS

- Using cooking and domestic appliances
- Household shopping
- Basic cooking techniques
- Preparing a simple meal
- Recycling and waste management

HEALTH AND WELLBEING

- Personal health and presentation
- Eating a balanced diet
- Choosing clothing and footwear
- Relationships
- Accessing leisure facilities
- Accessing help for specialist services
- Accessing health services



SOCIAL RESPONSIBILITY

- Law and order
- Understanding rights and responsibilities
- Drug and alcohol awareness
- Personal safety
- Living in a diverse community
- Getting about safely
- Developing assertiveness
- Personal awareness



Qualification

OCNLR Entry Level Qualifications
in Independent Living (QCF)

Where

Share's Independent Living Skills
course takes place at Share HQ in
Battersea.

Course details

Share's Independent Living Skills
programme comprises units in:

- **Communication.** We support students to use the appropriate medium to communicate their wellbeing and wishes, either verbally, in writing or with the help of assistive technology. Students are also supported to develop strategies to manage when what they have communicated is not understood
- **Everyday Living Skills.** We support students to develop skills relating to their house and home. For example, using cooking and domestic appliances, doing the household shopping, learning basic cooking techniques
- **Health and Wellbeing.** This involves learning how to look after themselves, eat well and exercise. This stream also explores learning about their body and feelings (eg, friendships and relationships)
- **Social Responsibility.** This involves learning about what is considered right and wrong, and how to get involved within your community and become an integral member of society



Our approach

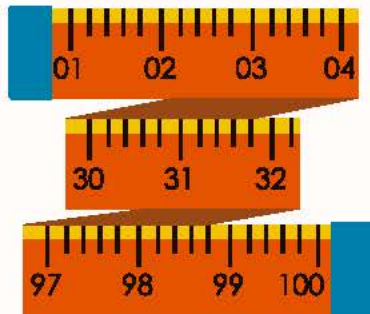
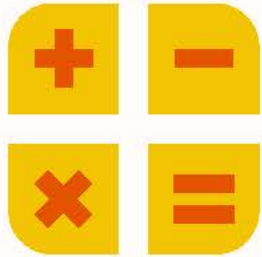
Share's Independent Living Skills programme underpins all our teaching at Share. It has been designed based on the results of our Student Star and very much with our students' learning styles in mind. This means we teach through practical and community-based learning to help embed skills so that our students can use them in their daily lives.

We use technology to aid communication and learning based on each student's needs to ensure we provide a truly inclusive experience. And we set home tasks to involve parents and carers in students' progress, and to ensure that each student's learning continues beyond the gates of Share.

Students are encouraged to learn at their own pace, so they can complete separate units towards a full qualification.

ENGLISH

- Reading and writing for meaning
- Reading and writing for personal communication (eg, letters and emails)
- Reading for information (eg, timetables, menus and receipts)



MATHS

- Numbers
- Counting and measuring
- Handling data
- Basic maths – adding, subtracting, multiplying and division

BASIC SKILLS IN REAL LIFE

- Handling money (eg, calculating change)
- Buying and selling
- Finding out information
- Telling people something
- Travelling on public transport



BASIC SKILLS FOR WORK

- Basic skills in the workplace
- Using English and maths to complete tasks
- English and maths for catering and gardening

Qualification

City & Guilds Entry Level 2 and 3 in English and Maths Skills

Where

Share's Basic Skills course takes place at Share HQ in Battersea.

Course details

The Basic Skills programme at Share supports our students to achieve greater confidence in English and maths.

English. We use of resources within the home (eg, letters) and community (eg, timetables, receipts, menus) to support students with reading and writing for meaning and comprehension, while helping them to examine, interpret and contextualise information.

Maths. As well as basic maths, students are taught to count and measure, and to understand and apply maths in real life applications – for example, counting money, calculating change, how to operate a till in a supermarket and measuring ingredients for a recipe.

Our approach

This course teaches people how to learn, that is to understand the process of learning. Again, the focus is on practical, community-based learning, using technology to aid that learning where necessary, and to ensure students understand how English and maths translate to skills for living and working.

Students are encouraged to learn at their own pace, so they can complete separate units towards a full qualification.



DIGITAL SKILLS FOR LIVING

- Mobile and online digital skills for communication and everyday tasks
- How to use the internet
- How to use social media
- Staying safe online



DIGITAL SKILLS FOR FUN

- How to use a computer for art and design
- Playing music online or on a mobile device
- Playing electronic and online games alone or with friends

DIGITAL SKILLS FOR WORK

- Using different computer programs to complete work tasks
- Using digital skills for job search and applying for jobs online



ASSISTIVE TECHNOLOGY

- Using special tools and apps to aid communication and living
- Automating tasks (eg, using saved contacts, or using voice activated commands)

Qualifications

- ITQ Level 1 and Level 2 Award, Certificate or Diploma
- City & Guilds Skills for Working Life Entry Level 2 and Entry Level 3

Where

Share's Digital Skills course takes place at Share HQ in Battersea where we have a dedicated IT suite with desktop computers and iPads. In addition, we have a state-of-the-art Immersive Learning Centre, an interactive digital space which we use as a teaching tool for all our courses at Share.



Course details

- Understanding of computer programs (eg, Microsoft Office) for communications (eg, email), and for use at home and in a working environment
- Using the internet. How to use an internet browser to find information
- How to use mobile telephone technology
- Understanding social media – what is it and how to use it
- How to use technology for art and design
- How to stay safe online

Our approach

The use of technology is integral to everything we do at Share. Our Digital Skills programme therefore aims to provide innovative solutions for communication and learning to ensure an inclusive experience.

Our Digital Skills programme comprises three key areas:

- **Digital skills for living.** How to shop and manage money online, and how to use special technology and apps to aid communication or help with day-to-day tasks (eg, electronic storybooks to record how to cook a simple meal or create a shopping list)
- **Digital skills for fun.** How to use a computer or technology for creative and personal interest applications (eg, for art and design, for listening to music or playing games)
- **Digital skills for work.** How to use a computer or technology to complete specific tasks, carry out a job search or apply for work.

Students are encouraged to learn at their own pace, so they can complete separate units towards a full qualification.

HYGIENE AND FOOD SAFETY

- How to wash your hands
- How to clean the kitchen
- How to clean the eating areas



PREPARING FOOD

- How to use a knife safely
- How to cut different vegetables, fruit, meat and fish
- How to keep food fresh and safe

COOKING FOOD

- How to use kitchen appliances safely
- How to make sandwiches
- How to make simple meals
- How to bake cakes, pies and pastries



SERVING FOOD

- How to serve food safely and hygienically
- Customer service
- How to use the till
- How to work as a team

Qualifications

- Chartered Institute of Environmental Health (CIEH) Food Safety Awareness (Introduction)
- Chartered Institute of Environmental Health (CIEH) Food Safety Principles (Foundation)
- Chartered Institute of Environmental Health (CIEH) Food Safety Supervision (Intermediate)



Where

Share's Catering course takes place at Share HQ in Battersea in Share's busy professional, commercial catering kitchen. This kitchen has a 5-star rating for food hygiene.

Course details

Students learn practical skills such as preparing, cooking and serving food, as well as customer service and employment skills. In addition, students learn about:

- Food safety
- Personal and kitchen hygiene awareness
- Team working
- Handling money
- Healthy eating and portion control
- Communication and listening skills

Foundation and Intermediate level courses include more advanced skills such as monitoring, stock management, ordering and menu preparation.

Our approach

Students are supported to work at their own pace based on their individual needs. On average, Share's catering course can be completed in 12 weeks, depending on the person's support needs and how often they attend Share.

A maximum of six students is permitted in the kitchen at any one time. This allows every student to have some one-to-one support with the tutor as needed.

Students who complete the Foundation qualification are given the opportunity to work for Share Catering, a Share Community social enterprise, to gain valuable work experience.

Students also have the opportunity to work with Share's job coach to build employability skills and get ready for work.

GARDENING SKILLS

- How to grow and look after plants
- Growing from seed and potting on
- How to feed plants
- How to water plants in the nursery and in the garden



GARDEN MAINTENANCE

- How to look after a garden
- How to mow a lawn
- How to weed
- How to prune plants
- How to use garden tools safely

GARDENING FOR WORK

- Employability skills
- How to work as a team
- Customer service
- Loading and unloading gardening vehicles
- How to stay safe in a garden situation



GARDENING FOR THERAPY

- Gardening for health and wellbeing
- Gardening for good mental health
- Social gardening
- Garden crafts

Qualifications

- Skills for Working Life in Horticulture
- Level 1 in Practical Horticulture Skills
- Level 2 Practical Horticulture Skills

Where

Share's horticulture courses take place in the Share Garden, a 2.5-acre walled garden in the grounds of Springfield University Hospital in Tooting. The mature garden includes a heated greenhouse and a number of polytunnels to allow year-round working.

Course details

- Basic gardening skills (eg, filling pots, seed sowing, potting on and watering)
- More advanced gardening skills (eg, taking cuttings, feeding plants, seasonal crop rotation)
- How to grow and maintain a personal flower or vegetable bed
- Growing plants for a purpose (eg, for sale or vegetable boxes)
- Garden maintenance (eg, mowing, growing and planting)
- Soil and compost production
- Being safe at work in a garden situation
- Team working and customer service
- Safe equipment use
- Loading and unloading a commercial gardening vehicle

Students also have the opportunity to take part in special interest horticultural crafts such as flower arranging, mosaicing and seasonal crafts such as wreath making.

Our approach

Students are supported to work at their own pace based on their individual needs. Skills for Working Life in Horticulture requires no previous knowledge of horticulture while the Level 1 qualification requires some previous experience of gardening.

Students who complete the Level 2 qualification are given the opportunity to work for Share Gardening, a Share Community social enterprise, to gain valuable work experience.

Students also have the opportunity to work with Share's job coach to build employability skills and get ready for work.

MUSIC

- Learn about rhythms
- Play a variety of instruments
- Compose and make your own music
- Understand the art of song and dance



YOGA AND ZUMBA

- A little bit of everything for everyone, depending on your mood – relaxing or energising, it's your choice

CREATIVE WRITING

- Learn to express yourself using visual and written media
- Poetry and haikus
- Articles and stories



HEALTHY LIVING

- Healthy eating
- Exercising
- How to look after yourself
- How to live well, feel great

GETTING READY FOR WORK

- Help with CV writing and filling out application forms
- Help with preparing for interviews
- Understanding the rules of work
- Getting to work on time



SOCIAL ENTERPRISE

- Safe and supported working in Share Catering and Share Gardening
- Gain valuable practical work experience
- Put your employability skills into practice
- Learn about customer service

JOB SEARCH

- Help with finding work placements, voluntary positions and paid work



WINNING WITH WORK

- Helping those with long-term mental health needs back into work
- Individual placement and support

IMPROVING FITNESS

- Why is exercise and fitness important?
- How to exercise in everyday life
- How to make exercise fun and enjoyable



HEALTHY EATING

- Why is healthy eating important?
- What is a healthy diet?
- How to make healthy, nutritious and tasty meals
- Understanding portion control

PERSONAL HEALTH CARE AND AWARENESS

- Understanding your body
- Personal care and hygiene
- Friendships and relationships
- Your health when you are young and when you are older



USING HEALTH SERVICES

- How to use health services
- Annual health checks
- Screenings
- Going to the dentist, optician, podiatrist and seeing other health professionals
- Knowing where and when to get help and support

Our aims

- To help people to adopt healthier lifestyles and have a better awareness of how to care for themselves
- To help those with complex needs have measurably better physical health and mental wellbeing
- To help people to develop and sustain short- and long-term healthy living strategies for themselves
- To develop a learning programme to help enhance the lives of disabled people, and improve independence and overall wellbeing

Our approach

Our healthy living coordinator:

- Carries out group work to promote sports activities, and educates our students about healthy living and cooking for themselves
- Carries out one-to-one casework with students with complex needs (eg, those with learning disabilities, mental health needs and/or long-term health conditions) to identify how healthy living programmes can be developed and incorporated into their support plans
- Liaises with carers, health and social care professionals to develop healthy living strategies for our students in the home environment and facilitates their links in the wider community
- Works with our students to build a practical and realistic health action plan
- Ensures that our students' views are heard by helping them to take part in local and national consultations about health care
- Provides practical information for students and their carers to ensure that new skills learned as part of Share's Live Well, Feel Great! project continue to be implemented at home and as part of students' wider support plans



Supported by



**WIMBLEDON
FOUNDATION**

VISIT NEW (AND FAVOURITE) PLACES

Museums, galleries, historical sites of interest, gardens, theatres, cinemas, concerts, restaurants, music festivals... it's your choice!



DO NEW THINGS AND THINGS YOU LOVE

- Go out for dinner with friends or just a drink at the pub
- Karaoke, bowling, white water rafting, go to the seaside, watch cricket, football, tennis...you choose, we'll help you do it!

MAKE NEW FRIENDS

- Go out with Share friends
- Meet new people
- Supported by Social Buddies and Share staff



HAVE FUN

- Enjoy life
- Do the things you enjoy
- Share your hobbies and interests
- Stay out late if you want to
- Go out at the weekends

Share's Go Anywhere, Do Anything programme is all about social inclusion, making friends, going to amazing places and doing fun things! Quite simply, it's about sharing experiences, enjoying life and being happy...

Members get to choose where they want to go and what they want to do. And then we make it happen with the help of volunteer social buddies!

Our approach

- Share students who have learning disabilities and autism can become members of Go Anywhere, Do Anything
- We hold regular steering group meetings with members so they can tell us where they would like to go and what they would like to do
- Trips are supported by volunteer social buddies. Wherever possible, and depending on the type of trip, social buddies are assigned to each member on a one-to-one basis
- All social buddies and staff are DBS checked, reference checked and receive full training
- Risk assessments are carried out for each trip
- Parents and carers are kept informed about each trip so they know what is happening when, and so they can be sure that their loved one is safe and happy at all times. They can even join us if they like!

Go Anywhere, Do Anything – learning while having fun

As well as having fun, Share's Go Anywhere, Do Anything project aims to help our students build essential life and social skills. For example:

- Learning to travel by public transport with confidence
- Being comfortable going to public restaurants and venues (eg, ordering, handling money, asking for help)
- Giving our students choice – supporting them to tell us and others what they want, and how they feel, what they like and what they don't

As part of this work, we also aim to highlight and advocate the importance of better accessibility and customer service for disabled people within the community and in society in general – educating others to take a more tolerant and friendly approach for all.

Anyone can refer someone to study at Share. You can also refer yourself.

If you would like to join Share or would simply like to find out more about our courses and what we have on offer, email info@sharecommunity.org.uk or telephone 020 7801 9812 to arrange a visit.

Alternatively, fill in our initial enquiry form, and we will get in touch with you. You can do this online or fill in a hard copy.

We will discuss your options with you and discuss how many days you would like to come to Share for and what you would like to do.

Students can come to Share for a minimum of one day and a maximum of five days a week, Monday to Friday. We recommend that, if possible and funding allows, students should attend Share for at least three days a week so we can help them to maximise their learning and social opportunities to support them to reach their full potential.

Student Stars are only created for students who attend Share for two or more days a week.

During your initial visit to Share, we will also discuss our pricing with you and your options for payment to attend Share. If you would like to attend one of Share's courses, you have the following payment options:

- **Use your personal budget.** If you have a personal budget and you are receiving your direct payments, email info@sharecommunity.org.uk or telephone 020 7801 9812
- **Referral by a social worker or health worker.** If you don't have a personal budget, your social worker or health worker can refer you to Share. If you let them know you would like to join Share, we will work with them to get you signed up
- **Self-fund.** If you can afford to pay for your studies from your own funds, email info@sharecommunity.org.uk or telephone 020 7801 9812

For further information, email info@sharecommunity.org.uk
or call 020 7801 9812



To refer someone to study at Share. Contact Keesha Sinclair, Share's Wellbeing Manager, via email keeshas@sharecommunity.org.uk or telephone 020 7801 9812

To find out more about Share's Student Star. Contact Mikayla Mighton, Share's My Life Manager, via email mikaylam@sharecommunity.org.uk or telephone 020 7801 9813

To use our mental health employment support for Wandsworth residents. Contact Hannah Christian, Share's Employment Specialist, via email hannahc@sharecommunity.org.uk or telephone 07445 365 365

To provide a work experience placement for one of our students. Contact Robert Boyce, Share's Head of Training and Deputy Chief Executive, via email robertb@sharecommunity.org.uk or telephone 020 7801 9815

To use our social enterprises, Share Catering and Share Gardening, which provide catering and gardening services for individuals and businesses. For more information or to get a quote, email catering@sharecommunity.org.uk or gardening@sharecommunity.org.uk

To volunteer your time, expertise and experience. Contact Leanne Wood, Share's HR, Projects and Volunteer Manager, via email leannew@sharecommunity.org.uk or telephone 020 7801 9825

To find out more about Share's Go Anywhere, Do Anything project for those with learning disabilities. Contact Leanne Wood, Share's HR, Projects and Volunteer Manager, via email leannew@sharecommunity.org.uk or telephone 020 7801 9825

To work in partnership with Share. Contact Annie McDowall, Share's Chief Executive, via email anniem@sharecommunity.org.uk or telephone 020 7801 9817

To sponsor an event or project. Contact Kavita Bowry, Share's Communications and Development Manager, via email kavitab@sharecommunity.org.uk or telephone 020 7801 9821

To fundraise as an individual or business. Contact Kavita Bowry, Share's Communications and Development Manager, via email kavitab@sharecommunity.org.uk or telephone 020 7801 9821

To join our mailing list to receive our online newsletter. Sign up online or contact Kavita Bowry, Share's Communications and Development Manager, via email kavitab@sharecommunity.org.uk or telephone 020 7801 9821

To donate. Donate online or contact Annie McDowall, Share's Chief Executive, via email anniem@sharecommunity.org.uk or telephone 020 7801 9817

To remember us in your Will. Contact Annie McDowall, Share's Chief Executive, via email anniem@sharecommunity.org.uk or telephone 020 7801 9817

Visit our website at www.sharecommunity.org.uk

Like us on Facebook, Follow us on Twitter and Instagram, and sign up to receive our regular newsletter for regular updates about what's happening at Share