

# Information pack

Learning and wellbeing support for disabled adults

www.sharecommunity.org.uk

### Who we are

Share is a registered charity supporting adults with learning disabilities, autism, mental health, and other support needs.

We provide vocational training, education, and personal development opportunities to help disabled people live life to the full.





### **Our services**

Locations	Page 3
Accreditations	Page 4

#### **Training and courses**

English and Maths	Page 5
Digital Finance	Page 6
Horticulture	Page 7
Catering	Page 8
Independent Living Skills	Page 9
My Life My Way	Page 10
Home Cooking skills	Page 11
Health and Wellbeing	Page 12
Out and About	Page 13
Steps Into Employment	Page 14
Art	Page 15
Music	Page 16
Black Prince Trust Partnership	Page 17
Physical activity	Page 18
Timetables	Page 19

#### **Social opportunities**

Go Anywhere, Do Ar	ythingPage 20
Befriending	Page 21

#### **Student wellbeing**

Our staff	Page 22
Safeguarding	Page 22
Parent/carer support	Page 22
Our values	Page 22

#### **Activities at Share**

Self advocacy	Page 23
The student newspaper	Page 23
Lunchtime activities	Page 23
Events	Page 23

#### How we measure progress

	Dage 24
•••••	Page 24

#### How to join Share

The student star

Referral process	Page 25
Contact	Page 25

#### www.sharecommunity.org.uk

# Locations

People from any London borough can attend courses at any sites.

### **Clapham Junction**

Share's headquarters, 64 Altenburg Gardens, SW11 1JL

- 4D Interactive Learning Suite
- Range of iPads and mobile phones
- State-of-the-art professional kitchens
- Spacious teaching rooms with internet-enabled audio-visual equipment





### Tooting

**The Share garden,** Grounds of Springfield University Hospital, 61 Glenburnie Road, Tooting, SW17 7DJ

- 2.5 acre horticultural training site
- Polytunnels and a heated glasshouse
- Indoor teaching spaces
- Home to Share Nurseries, a social enterprise selling plants where students gain work experience

### **Brixton**

We are 336, 336 Brixton Road, SW9 7AA

- London's largest disability hub
- Bespoke home cooking skills teaching kitchen
- Open accessible teaching spaces
- Sessions running Monday to Thursday





### Vauxhall

Black Prince Trust, Beaufoy Walk, London SE11 6AA

- Community food project
- Opportunity to develop hospitality and catering skills
- Extensive sports facilities

# Accreditations



### **Autism accreditation**

Share is accredited by the National Autistic Society (NAS), which runs the UK's only autism-specific quality assurance programme to evaluate organisations providing services for autistic people.





### **Autism-friendly environment**

- Accessible environment that reduces sensory triggers (e.g. lighting, sound, colours)
- Clear signs and easy-to-understand language
- Structure to our courses and day-to-day activities to provide clear routines
- Relaxation spaces

# The matrix Standard accreditation

Share has held the matrix Standard since 2008, a unique quality standard for organisations to assess and measure their advice and support services, which ultimately supports individuals in their choice of learning, work, and life goals.



# **Maths and English**



Accredited course



#### Qualifications

City & Guilds Entry Level 1 and 2 in Maths and English Skills

#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction



These but note no friends. In fast now 2-1-yea-rou to the experience of being around a lot of people but particularly close to any of them. That feeling might be ommon among these on a social network. "You could have a ds list' and look popular and awesome," says 22-yea-rold tin reality that list might be full of meaningless contacts." \* Id you rather have—hundreds of contacts or a few genuine

#### **Course details**

Classes are designed to help students enhance their literacy, numeracy and general communication skills.

Our aim is to help people build confidence and selfesteem, to develop a solid foundation from which they may undertake further training or search for employment.

We focus on practical, community based learning, like handling money, reading menus, travelling on public transport, and writing letters and emails. Students are encouraged to interact with the local community to put their classroom learning into practice.

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

#### 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, calculating change, operating a till in a supermarket, and measuring ingredients for a recipe.



#### English

We support students to read and write standard written English to help them understand written information and communicate more easily.



# **Digital Finance**



#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction We are 336 in Brixton Share garden in Tooting







#### **Course details**

The course has a strong focus on digital financial literacy, helping students gain the essential digital understanding needed for everyday life.

In a world where many services are online and app based, we aim to support students to access a range of online services, in particular online banking.

Improving digital skills also helps our students to stay connected to family and friends through email and messaging apps, and to safely access leisure services like YouTube and iPlayer.

Students learn how to:

- Set up and use online banking to make payments and manage money safely
- Use online platforms to find information and communicate
- Use apps for everyday banking and for leisure activities
- Understand and fill in digital forms and use security tools like CAPTCHA
- Identify what personal information is, and how to keep it secure
- Set up an email account and send and receive emails
- Set up subscriptions for online services like iPlayer
- Stay safe online

#### Our approach

Technology is integral to everything we do at Share and a part of modern life. We provide daily access to laptops, tablets, smartphones, software, and data - to be used within Share and out in the community. To ensure an inclusive experience, we include access to assistive communication technologies for people with limited verbal communication. Students are encouraged to learn at their own pace.

# Horticulture



## Accredited course



#### Qualifications

Skills for Working Life in Horticulture

Level 1 in Practical Horticulture Skills

Level 2 in Practical Horticulture Skills

#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Share Garden, in the grounds of Springfield University Hospital, Tooting



#### **Course details**

Students learn about health and safety and effective communication in a working garden environment. As well as developing dexterity they grow in confidence and selfesteem. Students improve their ability to concentrate and enjoy the therapeutic benefits of gardening, getting fresh air and exercise in a stimulating and friendly environment.

Students learn:

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

#### Our approach

Students are supported to work at their own pace based on their individual needs.

People who join purely for the therapeutic benefits of gardening and those working on Skills for Working Life in Horticulture don't need any previous knowledge of gardening. The Level 1 qualification does requires previous horticulture experience.

Students also have the opportunity to gain valuable work experience at our on-site social enterprise, Share Nurseries.

# Catering



## Accredited course



#### Qualifications

CIEH (Chartered Institute of Environmental Health) Food Safety Awareness - Introduction

CIEH Food Safety Principles -Foundation

CIEH Food Safety Supervision -Intermediate

#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Professional kitchens at Share HQ in Clapham Junction





#### **Course details**

Students learn practical kitchen skills, as well as customer service and employment skills. They experience working as a team, learning how to take responsibility by preparing and serving lunch in Share's canteen, and cleaning up the kitchen afterwards. This helps build confidence and gives a sense of achievement.

Share's catering course is suitable for people who would like to gain a recognised qualification in catering as well as those who simply want to become more self-sufficient.

Students learn about:

- Food safety
- Personal and kitchen hygiene
- Knife skills
- Team working
- Handling money and using the till
- Healthy eating and portion control
- Communication and listening skills
- Monitoring and stock management
- Ordering and menu preparation

#### **Our approach**

Students are supported to work at their own pace based on their individual needs.

A maximum of six students are permitted in the kitchen at any one time. This means that everybody has some one-toone support with the tutor. Independent Living Skills Share



#### **Portfolio** based



Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction





#### **Course details**

Developing the skills to live more independently underpins all our teaching.

This programme covers:

#### How to stay safe at home

Students identify potential risks in the home and how to manage them.

#### Personal safety outside the home

Students learn how to recognise and deal with risks when out in public, like travelling safely on public transport and looking after personal belongings.

#### **Everyday home skills**

Students develop skills relating to the home, like vacuuming, washing up, ironing, and bed making, as well as looking at recipe ideas for healthy eating.

#### Identifying holidays and events to celebrate

Students discuss upcoming holidays and celebration days, talk about why they are important, and explore ways to celebrate them with food, music, decorations, and activities.

#### **Our approach**

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 learning continues outside Share.





#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction



#### **Course details**

My Life, My Way is an independent living skills course that supports people to think about what how they wish to live, what they want to do, and who they choose to do it with.

This programme focuses on:

- The practical skills needed to prepare for and carry out activities, like planning for a social event
- Helping students to understand the roles of people in their support networks, and who to approach for different needs
- How to find out what's happening in the community and how to arrange meeting up with friends
- Understanding and navigating friendships
- Planning for the future, and thinking about life goals and how to reach them



#### Our approach

This is a student-led course, supporting students to identify their needs and wants, learn how to advocate for themselves, and to do what they choose.

> Cleaning Cleaning

# **Home Cooking Skills**



#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Bespoke training kitchen at We are 336 in Brixton





#### **Course details**

Students learn how to prepare and cook simple yet nutritious meals for themselves to encourage healthy food choices, and give them the confidence to cook at home.

Thanks to funding from The National Lottery Community Fund, we now include special sessions that focus on budget-friendly meals to support students and their families through the cost-of-living crisis.

The programme includes:

- Identifying the five main food groups and why they are important for good health
- Learning how to eat a balanced diet and good portion control
- How to carry out basic food preparation safely and hygienically like peeling, chopping, and grating
- How to use the oven, dishwasher and other common kitchen appliances
- Setting the table and clearing away after a meal

#### Our approach

Our custom built teaching kitchen is fully accessible, with countertops specially adapted for wheelchair use. It's equipped with the types of appliances and utensils you'd have at home and a large kitchen table for people to serve food on, and taste and enjoy their dishes. A large monitor is mounted on the adjacent wall to display easy-read recipes for people to follow.

# **Health and Wellbeing**



#### Portfolio based



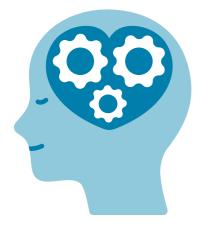
Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction

We are 336 in Brixton





#### **Course details**

The course encourages students to look after their own mental and physical health.

We aim to support students to better understand their emotions and identify strategies for managing them.

We also explore creative ways of moving our bodies, which provides opportunities for students to learn about different dance and movement styles from around the world.

The course covers:

- Meditation, mindfulness, and other ways to promote positive mental health
- Sensory movement sessions
- An exploration of various health conditions and how to manage them
- Identifying risks to mental and physical health
- How to access healthcare online and in person
- The importance of health passports, annual health checks, and visiting the optician and dentist
- Eating healthily and exercising regularly

#### **Our approach**

This course launched during the pandemic to help people understand and cope with the impact that change and uncertainty can have on wellbeing and mental health.

It aims to improve access to physical and psychological health information and services. We link with a variety of health professionals to further embed positive health messages.

### **Out and About**



#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

In the community but based at Share HQ in Clapham Junction







#### **Course details**

Students learn practical independent living skills out in the community rather than in a classroom setting. Our aim is to help our students develop the skills and confidence to participate equally and independently as citizens in their local communities.

Students are supported to:

- Navigate the public transport network
- Understand how to stay safe in public
- Think about what might be needed on a trip out, depending on the weather and where they are going
- Explore the local arts, culture and heritage sector, visit museums and other cultural organisations
- Take part in community sports and exercise activities
- Connect with nature and exploring various urban green spaces
- Use community services like libraries and gyms
- Make friends
- Stay happy and healthy

We help students identify personal stress triggers when going out and equip them with coping mechanisms (like relaxation techniques) to use if they feel anxious, nervous or uncertain.

#### Our approach

Students learn in real-life settings. The group take regular trips out, meeting new people in different environments which helps increase self-esteem and confidence. As with many Share programmes, this is user led. Students work with facilitators to identify and explore the activities and spaces in the community that interest them most.

# **Steps into Employment**



#### Portfolio based



Students receive a portfolio of work.

At the end of the course everyone gets their own CV.

#### Where

Share HQ in Clapham Junction

We are 336 in Brixton



#### **Course details**

This class supports our students to take their first steps towards employment, providing an introduction to the workplace to prepare people for paid or voluntary work, or work experience.

We cover:

- Different requirements for different jobs and how to match these to personal skills
- How to make informed career choices
- How to search and apply for jobs
- CV writing and completing application forms
- What to wear to work
- Which behaviours, attitudes and attributes are appropriate for the workplace
- The importance of personal hygiene
- Preparing for an interview and interview skills

#### Our approach

We focus on practical learning with interactive group sessions including role play, e.g. working as a waiter or waitress in a restaurant to understand good versus bad customer service.

Technology is embedded throughout the course. To further prepare them for employment, students learn how to use iPads and laptops.

### Art



#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction

We are 336 in Brixton





#### **Course details**

The art programme at Share provides an effective and safe way for our students to express themselves emotionally. We support them to explore creativity which helps communication, and offers a way to discover thoughts and feelings. Our art therapies are motivational, helping people feel more confident.

Our three step programme covers a range of mediums:

- Awareness of style and colour palettes. Students look at famous artworks and explore paints, pastels, pens and other materials. Digital painting on iPads is a fun and interactive way to express themselves and build understanding of print and pattern design.
- **Creativity with textiles**. Students use sewing machines to create bags and t-shirts, and learn hand painting on different materials.
- **Sensory art**. Sessions are run experimentally and focus on the interaction between movement and dance. This helps get people moving and inspires creative mark-making.

#### Our approach

We encourage freedom of expression, supporting people to move at their own pace and explore the mediums that interest them the most.

We partner with creative organisations and art groups, and take part in the Wandsworth Arts Fringe where students create their own designs and take part in exhibitions.

### Music



#### Portfolio based



Students receive a portfolio of work and a certificate

#### Where

Share HQ in Clapham Junction







#### **Course details**

Students receive tuition in general musicianship through listening, responding, and creating their own music. We explore a variety of musical styles and genres from around the world.

People may bring in their own instruments if they wish, but we have a range of percussion instruments as well as violins, guitars, and a piano.

We also use audio-visual technology; our Immersive Learning Space uses a multi-sensory environment to provide an engaging learning experience.

The class aims to:

- Build confidence and self-esteem
- Help people improve their attention spans and concentration
- Encourage listening and responding by giving people a safe space in which to explore emotions and creativity
- Help people communicate and connect with others in non-verbal ways

#### Our approach

Each course is tailored to each particular student group depending on their interests. Students are encouraged to explore their creativity and to take turns leading the group.

Students occasionally participate in local concerts and we sometimes attend accessible performances by organisations like the London Symphony Orchestra. We also occasionally welcome visiting musicians to the class.

## Partnership with the Black Prince Trust



#### Where

Community café at the Black Prince Trust Community Hub, Beaufoy Walk, Lambeth, SE11 6AA.

Taking part in the meals project is best suited to those who already have catering or hospitality experience, and who are independent travellers.



#### **Community Meals Project**

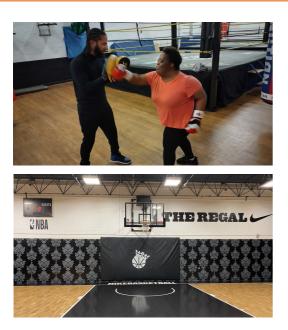
In partnership with the Black Prince Trust, we run a free food service to support Lambeth residents adversely affected by the cost-of-living crisis. Students help to prepare, cook and distribute nutritious meals from the refurbished community café in Vauxhall.

Taking part in the project:

- Encourages active citizenship supporting the community during a difficult time leads to a sense of pride and achievement
- Helps students feel a part of the community and encourages them to **develop their social skills** as they connect with local residents
- Develops **hospitality and catering skills**, providing valuable work experience which could lead to future employment opportunities

Our aim for the future is to open the café to the public, providing further catering and hospitality training to help our students move on to find longer-term employment.

The Black Prince Trust focuses on creating accessible opportunities for local residents to take part in sport and physical activity, health and wellbeing focused programmes, and education and training towards employment.



#### Sport and physical activity at the Black Prince Community Hub

We provide a programme of physical activity sessions using the excellent sports facilities at The Black Prince Community Hub.

Groups of students who attend any Share sites travel together to the site in Vauxhall to take part in football, basketball, boxing, athletics, and other activities.

Students also learn travel skills, how to look after their wellbeing, and become more independent and confident.

# **Physical activity**





We promote an active and healthy lifestyle, working with specialist organisations to get people fit.

**Movement Works** deliver a movement and dance programme designed for people with autism.

**Disability Sports Coach** visit our training centres and provide popular inclusive exercise and dance sessions. We recently celebrated over 600 sessions with them!





Getting out and staying active is a key part of our healthy living and community based courses. We encourage people to exercise, whether walking, visiting gyms or using outdoor gym equipment in local parks.

Groups of students travel over to the **Black Prince Community Hub** in Vauxhall to make use of their extensive sports facilities, (see page 17).



<b>Clapham Junction - weekly timetable</b>			Learning • Living • Wellbeing	
<b>Monday</b> 10am-4pm	<b>Tuesday</b> 11am-4pm	<b>Wednesday</b> 10am-4pm	<b>Thursday</b> 10am-4pm	<b>Friday</b> 10am-4pm
Art	Art	Out and About	Art	Out and About
Out and About	Health and wellbeing	Health and wellbeing	Out and About	Health and wellbeing
Digital Finance	Music	Music	Music	Music
H H Maths and English	H Maths and English	Independent Living Skills	Independent Living Skills	Independent Living Skills
My Life My Way	My Life My Way	My Life My Way	Steps into Employment	Digital Finance
Catering	Catering	Catering	Catering	Catering
	Independent Living Skills			

We are 336, Br	ixton - weekly t	timetable		
<b>Monday</b> 10am-4pm	<b>Tuesday</b> 11am-4pm	<b>Wednesday</b> 10am-4pm	<b>Thursday</b> 10am-4pm	<b>Friday</b> Closed
Home Cooking Skills	Home Cooking Skills	Home Cooking Skills	Home Cooking Skills	
Sport and physical activity	Digital Finance	Digital Finance	Health and wellbeing	Services not currently running
		Steps into Employment		

# Go Anywhere, Do Anything!

As the name suggests, this is a fun social project to help our students enjoy life! It's all about sharing experiences and being happy.



With the help of fully trained volunteers we run various group trips out to sports events, the cinema, theme parks, bowling alleys, museums, music festivals, restaurants, you name it. Members who join the project choose where they want to go and we make it happen.

This is a great way to:

- Make new friends
- Do new things and visit new places
- Have fun
- Stay out late if you want to

The programme also helps us advocate for better disability rights at venues.



- Trips are open to all Share students
- Risk assessments are carried out
- Wherever possible, social buddies are assigned to each member on a one-to-one basis
- Trips are run in evenings and at the weekend
- All social buddies and staff are DBS checked, reference checked and receive full training
- Parents and carers are kept informed about each trip and can be sure that their loved ones are safe and happy at all times



# Befriending

Launched during lockdown to help relieve isolation, the service involves volunteer befrienders visiting people near their homes to go for a walk, a bike ride, a coffee, do some shopping, or just have a chat.

Befrienders are carefully matched to those with similar interests, offering support and friendship.

#### How does befriending help?

- It encourages communication, helping our students improve their social skills and feel more self-confident
- It motivates people to get more exercise by getting out in the fresh air
- Social interactions help students feel less lonely, they make friends and have someone trusted to talk to
- People are supported to explore their local areas



- Available to anyone who attends Share
- Activities are chosen by student members
- All volunteers are DBS and reference checked
- Meetings are usually once a week for 1-2 hours





# **Student wellbeing**

### Our staff

All our tutors and volunteers are DBS checked and bring a wealth of experience and talent in their respective fields. Many are proficient in Makaton and all staff undergo regular learning disability and autism training to better understand people's needs.

We have a dedicated wellbeing team to provide pastoral support and manage each student's journey through Share. People are encouraged to make their own choices in a safe supportive environment.

### Safeguarding

The welfare of our students is paramount. All our staff and volunteers are trained to recognise possible safeguarding concerns and act accordingly so that any issues are dealt with in an effective and supportive manner.

A copy of our complaints procedure is available on our website or by calling 020 7924 2949.

### Parent and carer support

We have a dedicated family liaison officer to make sure people continue to progress at home. We signpost and refer parents and carers to other agencies and services. And we run regular parent and carer meetings for people to share stories, raise concerns, and discuss their needs. This helps us stay connected with our students' wider networks and we welcome regular feedback to help shape the development of our services.

### **Our values**

We believe passionately in the inclusion of disabled people in society. We treat everybody who comes to Share with respect, compassion, and kindness. We believe everyone has something to offer others, and we build on people's individual talents, interests and abilities.







#### Page 23

# Other activities at Share

### Self advocacy

**Student Voice** is a regular meeting, chaired and run by students (with support) to voice their opinions and concerns. Sometimes students decide to invite visitors to talk about different subjects. Afterwards, minutes are sent round in an easy-read format.

**Spectrum** is a self-advocacy group providing a safe and empowering space for people to talk about the challenges they face and also celebrate their uniqueness.

**Student representatives** make sure our students have their say in how things are run at Share. We have autism reps, freetime reps, social reps, health and wellbeing reps, and even fundraising reps, helping to raise our students' voices.

### The student newspaper

Our student newspaper is written by students and for students. Anyone who attends Share is welcome to submit articles and stories. The paper is produced in an easy-read format using Widgit and Photosymbols.

### **Lunchtime activities**

Lunchtimes give people the chance to have some downtime and enjoy the range of activities organised by our dedicated lunchtime staff. There are quiet spaces for those who wish to have some time alone.

### **Events**

We host an annual **summer party** at the Share garden for students, families, carers, and friends. We hold occasional fun activity weeks, using our interactive learning space as a dancefloor and our autism friendly relaxation spaces for quieter activities. Students' achievements are recognised and celebrated at our annual **awards ceremony**, where certificates are awarded.





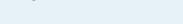




### How we measure progress

### The student star

At Share we use a tool called the Outcomes Star to support and measure change over time. This helps us to pinpoint individual life and learning goals and help people achieve them.

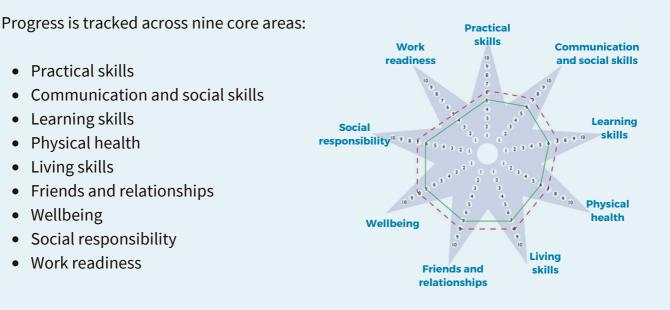


- Practical skills •
- Communication and social skills
- Learning skills
- Physical health
- Living skills
- Friends and relationships
- Wellbeing
- Social responsibility •
- Work readiness

Student stars are created for students who attend two or more days a week. When new people join Share, each area is evaluated to assess where they currently are on their journey towards independence, choice and wellbeing. The process is repeated regularly to track progress.

Staff then work individually with students to develop the right support to help them move towards their goals.

This also helps us adapt our services where needed to make sure we're responding to people's changing needs.







# How to join Share

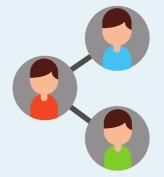


### **Referral process**

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

Students attend Share for a minimum of two days and a maximum of five days a week, Monday to Friday.

We're open all year round apart from bank holidays (and we sometimes close in between Christmas and New Year).



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.

#### **Payment options**

- Use your personal budget. If you have one and are receiving direct payments.
- **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.

### Contact

Please get in touch to find out more or to arrange a visit.



info@sharecommunity.org.uk



020 7924 2949



Fill in our enquiry form at www.sharecommunity.org.uk

Registered charity 264894 | Registered company in England and Wales 01081030

