



Queensmill College

SUPPORTED INTERNSHIP PROGRAMME

## Recruitment Information Pack

YEAR 9 : September 2026 - July 2027

### What is a supported internship?

A supported internship is an education programme in a workplace designed to assist young people with disabilities and/or neurodivergent conditions in transitioning from school to employment. These internships offer opportunities for individuals aged 16 to 25 with an Education, Health and Care (EHC) plan to gain practical work experience in a real workplace environment.

### Do I get paid on a supported internship?

As supported internships are full-time programmes of study, you do not get paid. However, participants may receive financial support or benefits through various channels such as Disability Living Allowance (DLA), Personal Independence Payment (PIP), or Universal Credit, depending on their individual circumstances.

### What do you do on a Supported Internship?

On a Supported Internship, you'll take part in both education and real work experience.

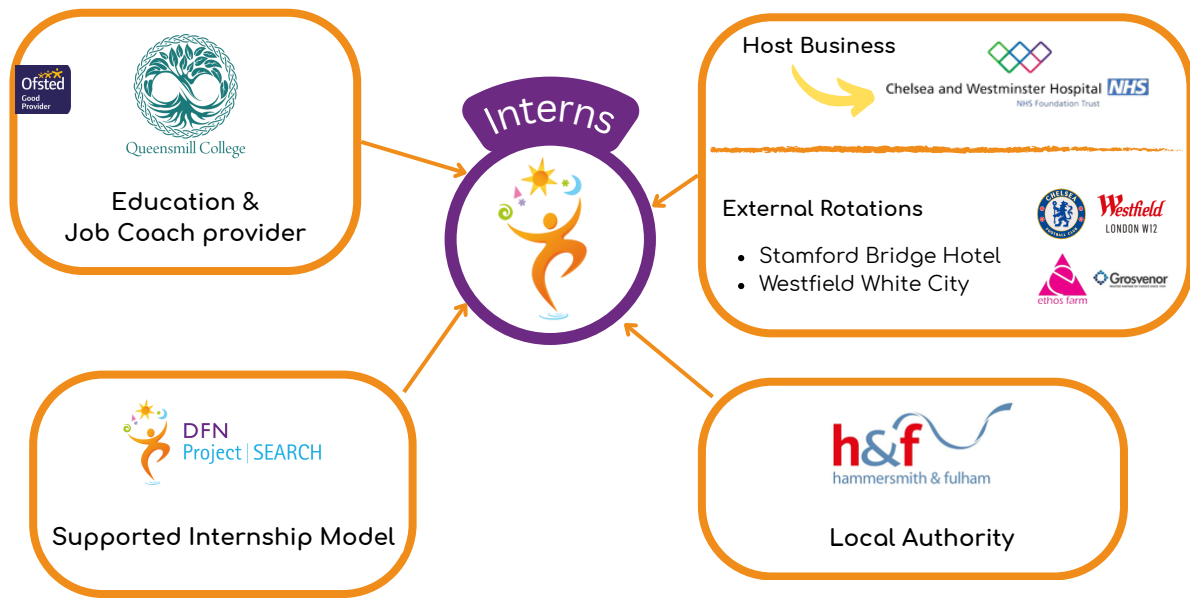
In the **classroom**, you'll follow an employability curriculum designed to build your workplace skills and confidence. This now also includes Maths and English, following new government regulations. In the **workplace**, you'll spend time in a real job role, supported by job coaches and workplace mentors. This gives you the chance to learn through experience — and in many cases, it can lead to a potential job offer. Supported Internships are tailored to your individual needs, focusing on your strengths and preparing you for employment.

### Will a supported internship impact benefits?

No, any benefits you receive are not affected during the time of the supported internship placement.

If you progress into paid employment, then your benefits may be affected, but your support network will work with you to make sure you have the benefits you are entitled to.

# Programme Structure



Since 2018, Queensmill College and Chelsea & Westminster Hospital NHS Foundation Trust have partnered to provide a one-year transition-to-work DFN Project SEARCH internship programme for autistic young adults and young people with other disabilities, including learning disabilities, who hold an EHCP.

## The team



Rachel Thompson  
(Head of College)



Kathryn Mangold  
(Business Liaison)



Oscar Suarez  
(Tutor/Coordinator)



Josh Hodgson  
(Job Developer)



Dylan Brayford  
(Job Coach)



Todd Wearn  
(Job Coach)



Pablo Gonzalez  
(Job Coach)

### Training received:

- Safeguarding
- Neurodiversity
- Job Coaching
- Systematic instruction
- TEACCH Method
- Zones of regulation
- eSafety & Prevent
- Medical training
- Behaviour Management
- DFN Project SEARCH internal training
- NHS mandatory training

Our programme runs across multiple sites:

## Our Main Sites:



Chelsea & Westminster  
Hospital



West Middlesex University  
Hospital



Harbour Yard  
Business Centre

## Collaboration with New External Rotations



Stamford Bridge Hotel  
Chelsea F.C



Westfield  
White City



Our main hospital sites offer an average of 15 different departments where interns can develop new skills and refine existing ones. Each department provides opportunities across various roles, requiring specific skills for physical tasks, data entry, customer service, cleaning, organisation, and more.

Our external rotations offer up to three different roles per site, with the potential for a paid contract upon completion.

# What does the curriculum cover?

## Employability Curriculum



- Team building
- Health & Safety
- ICT
- Self-Advocacy
- Preparing for Employment
- Financial Literacy
- Health & Wellness
- Customer Service & Effective Communication

## Certification & Accreditation



### Inclusive Working - CPD Certification



Learners will receive 8 CPD certificates, covering critical areas such as:

- Fire Safety; Health & Safety; Infection Prevention; Data Protection; Moving & Handling; Personal Safety Awareness; Introduction to Employability; Introduction to Hospitality

The programme includes a blend of:

- Classroom activities (suitable for Entry Level and Level 1+)
- eLearning modules
- A comprehensive handbook with interactive activities

### ASDAN Employability Award



- Accreditation: ASDAN Award in Employability skills (E2-L2).

This qualification, with a total of 60 hours of guided learning, is designed to equip learners with the skills necessary to succeed in the workplace. Its main goal is to help learners overcome barriers to employment and develop confidence as they transition into the workforce.

### Maths & English



All interns will continue studying English and Maths during their supported internship through Accredited outcomes:

- Financial Literacy sessions (40+ hours contextual maths)
- An ASDAN Employability qualification

Contextualised and meaningful learning embedded in work placements

### Careers Programme

Each intern will benefit from a structured careers programme, with guidance and insights provided by experienced employers. This ensures real-world advice and hands-on experience to support their journey into the workplace.

# Mental Health Programme



As part of our commitment to supporting our interns throughout their journey to employment, we offer a wellbeing programme focused on prevention, positive relationships, and effective stress management.

Over the academic year, interns will be offered the following:

- **Six 1:1 sessions** with the school counsellor, addressing work place stressors, professional relationships and general mood.
- **Five group mindfulness workshops**, learning about grounding, breathing, muscle relaxation, meditations etc.
- **Three group mental health awareness sessions**, dealing with Stress Management, Anxiety and Depression
- **Two wellbeing days out** for Interns and Staff - one near Christmas, the other at the end of the academic year.
- **Guided group mindfulness practice** every Tuesday at Harbour Yard.
- **Daily wellbeing journals and mindfulness practice.**

We will also offer time to parents and carers at three points throughout the year, to update and inform on the above interventions.

## For more information or to opt out:

If you have any questions or if you would prefer not to take part in some or all aspects of the wellbeing programme, that is your choice and we will totally understand.

## To apply for our Supported Internship, you must:

- Be willing to work and aim for paid employment
- Have an active EHCP
- Travel independently or be able to learn with travel training
- Complete the application form and email it to: [oscar.suarez@qcollege.org.uk](mailto:oscar.suarez@qcollege.org.uk)

## For more information - Contacts:

Teacher/Coordinator: Oscar Suarez - [oscar.suarez@qcollege.org.uk](mailto:oscar.suarez@qcollege.org.uk) (main contact)

Head of College: Rachel Thompson - [rachel.thompson@qcollege.org.uk](mailto:rachel.thompson@qcollege.org.uk)