

# Briefing Note

**Title:** City of Wolverhampton Council Work Experience

**Prepared by:** Graham Brown **Date:** February 2018

**Intended audience:** Internal ☒ Partner organisation ☐ Public ☐ Confidential ☐

## Purpose

To provide an overview of the work experience in City of Wolverhampton Council.

## Overview

The Council have provided work experience placements for a number of years. The process was originally facilitated by the Human Resources Team until 2012, when the responsibility was passed to the Education Business Partnership (EBP) team. At this time, the EBP were already supporting schools with work placements through a traded service and had relationships with employers and internal departments at the Council. It was agreed that a centralised system would bring benefits to employers so that did not receive requests for placements and Health and Safety checks from multiple sources. The EBP operate a work placement database containing the details of over 5000 companies, the checks carried out to ensure, health and safety, safeguarding and insurance cover.

Individuals seeking a work placement in the Council are asked to complete an application form which is submitted to the EBP team. The team then approach the various departments in the Council to source and secure relevant placements. Risk assessments are carried out and job role/duties agreed with the recruiting department. Individuals are provided with start dates and advice about hours of work, duties, dress code through our placement guidance pack. Managers are also provided with a best practice guide.

## Context and performance

City of Wolverhampton Council Work Experience Analysis Report – Sept 2017 – Feb 2018

Number of applicants:

- 103 applications received
- 59 applicants placed
- 27 declined
- 17 pending responses

Source of application:

- 47 from school students
- 9 from college students
- 16 from University students
- 7 general public/community
- 24 from Impact/Wolves at Work programmes

## RESULTS

## CURRENT (REVISED) FORM

### Work Experience Impact Measurement Percentage % Responses

Number of students completing form 200 (= N basis for Percentage calculations)

Write numbers in each box and calculate percentage giving each response

<i>How much did you enjoy your work placement?</i>	Very enjoyable	Mostly enjoyable	Some enjoyment	Not enjoyable	
	43%	21%	22%	14%	
<i>How satisfied were you with your work experience?</i>	Very satisfied	Quite satisfied	Satisfied	Slightly dissatisfied	Dissatisfied
	58%	22%	13%	5%	2%
<b>AS A RESULT OF MY WORK EXPERIENCE:</b>		<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>
1: I better understand the skills employers are looking for.		39%	52%	6%	3%
2: I know which personal qualities employers think are important		44%	50%	5%	1%
3: I was able to show my initiative in a workplace		39%	51%	10%	
4: I have developed some new skills that employers value (e.g. customer awareness, use of I.T., etc)		39%	43%	14%	4%
5: I have developed my spoken communication skills, e.g. talking to adults		57%	38%	5%	
6: I know I can work well with a team of adults		53%	38%	9%	
7: I was able to show a positive attitude at work		56%	40%	3%	1%
8: I feel more confident in handling new situations		39%	56%	5%	
9: I have a better understanding of my own strengths and weaknesses		38%	40%	21%	1%
10: Do you understand better the importance of problem solving at work		41%	49%	9%	1%
11: I understand better why it is important to do well at school		55%	36%	9%	
12: I am more prepared to work hard in lessons and with my coursework		56%	38%	5%	1%
13: I understand better how workplaces are organised		46%	41%	12%	1%
14: I have experience of working with people who have different roles		39%	43%	13%	5%
15: I have a better understanding of peoples rights and responsibilities at work, e.g. health & safety, equal opportunities		36%	46%	13%	5%
16: I am clearer about what I want to do in my future education and career (post 16)		33%	43%	21%	3%
<b>Male</b>	46%	<b>Female</b>	54%	<b>Year of Work Experience</b>	
				2016-2017	

#### Destination of Applicants:

- ICT
- E-Services
- Legal
- WV Active (Aldersley)
- Regulatory Services
- Customer Services
- Projects & Programmes
- Finance
- Hospitality
- Skills Team
- Planning
- Communications
- Libraries
- Social Services
- Looked After Children Service
- Demographic Services
- Structural Engineering
- Projects and Works
- Trading Standards
- Democratic Services
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#### Gender:

- 49% male (51 of 103 applications)
- 51% female (52 of 103 applications)

#### Disability:

- 2 applicants declared a disability

Ethnicity data collection only started in January 2018 so no analysis is currently available.

## External Traded Service Performance Sept 2016 – July 2017

The following information is based on the school's work experience programme, we have included total number of placements across Yr's 10, 11 and Post 16 (inc City of Wolverhampton College), Occupational Area breakdown (types of industry), Gender and students with Special Educational Needs & Disabilities (SEND) placement numbers –

Occupational Area	Yr 10 Male	Yr 10 Female	Yr 11 Male	Yr 11 Female	Post 16 Male	Post 16 Female	SEND placements
Agriculture	0	0	0	0	0	0	0
Horticulture	2	4	8	0	2	2	5
Forestry	0	0	0	0	0	0	0
Fishery	0	0	0	0	0	0	0
Animal Work	5	19	0	6	1	5	1
Construction	7	3	1	1	6	1	2
Building Maintenance	24	1	6	0	7	2	4
Engineering	33	6	7	0	13	0	3
Mechanical	34	5	24	0	22	1	9
Scientific	0	5	0	0	1	6	0
Technical	12	6	4	0	3	2	0
Manufacturing	15	4	3	2	4	1	1
Art / Design / Craft	11	11	4	7	5	5	2
Retail	60	44	17	10	22	26	11
Financial	11	6	8	2	7	13	1
Business	91	66	53	47	34	37	8
Personal Service	11	59	0	23	3	19	5
Hotel	5	6	2	1	2	2	2
Catering	11	20	10	6	4	10	4
Leisure Services	33	15	6	4	5	7	9
Community Care	14	27	3	24	9	72	4
Health	33	76	24	40	14	61	4
Education / Training	106	291	29	67	48	214	28
Uniformed Services	12	0	7	0	0	2	4
<b>TOTAL</b>	<b>530</b>	<b>674</b>	<b>216</b>	<b>240</b>	<b>212</b>	<b>488</b>	<b>107</b>

Total number of placements across Wolverhampton Schools and City of Wolverhampton College – **2360**