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2018 School to Work Bridging Course

Unity College is proud to announce that from January 2018 a **Work Skills** course with **two days per week** of work experience, will be launched.

- Learners will experience a **variety of work placements** during the year with mentoring by Unity College staff members.
- Close collaboration between work providers, Unity College teachers and therapists, parents, as well as the learners themselves aims at instilling good work ethic, functionality and endurance in the workplace.

This course is intended for:

- Unity College learners as well as young adults who wish to enter the work place in 2019.
- Learners with special needs and / or with limited educational qualifications who have not managed to find or sustain work placement due to lack of confidence as well as the skills and knowledge necessary for placement are encouraged to apply.

The courses that will under-gird practical work experience are the following:

Safety and Social Skills:

Safety awareness while banking, using technology and during recreational activities, and knowing how to access medical services and government services

Transport:

Practical use of various modes of transport to get to work (car, bus, taxi)

Conduct at work:

Reporting hierarchy, time keeping, dress code, leave, social etiquette at work

Communications at work:

Office communications, computer use

Rights and responsibilities of employees:

Contracts, basic conditions of employment, benefits, leave, overtime, disciplinary procedures, grievance procedures, workman's compensation

Problem solving in the workplace:

Conflict resolution, self-advocacy, channels of communication, individual counselling as needed.

Literacy and numeracy for the workplace

Unity College welcome contact from work providers who could become involved in this programme and earn Corporate Social Investment points.