



# Queensmill School Employment Opportunities



Once a week 13:00 to 14:00

Summer term only



# Queensmill Car Wash Employment Project



## Overview

The Car Wash Employment Project takes place within Queensmill School and forms part of our on-site vocational offer to students within the secondary department. Students who participate within the car wash project have the opportunity to work collaboratively with others or on a one to one basis as they carry out specific tasks that are linked to their own interests and motivations. The car wash project also provides students with an opportunity to be paid for the service they provide for staff which can help to promote independence as well as prepare them for wider vocational opportunities outside of school.

## Work Duties and Roles

- Checking and organising the equipment as well as completing the visual check lists before and after they have completed each task.
- Students are supported to learn practical techniques when cleaning each of the vehicles, such as learning how to use the jet spray or how to polish the car wheels and keep stock of money collected from the customers.

## Adaptations within this role

This work is adapted to suit the needs of each pupil as some students may not be able to complete all components of the task. Some students may prefer to clean the car windows or the car wheels, while other students may wish to use the jet spray. Some students can participate in this task for longer durations of time, whilst others may only wish to engage in each task for five minutes at a time.

## Student and Staff Feedback

“He smiles when he uses the jet spray and watches the water fall onto the car”

“I like working at the car wash, washing cars and cleaning the wheels.”



Once a week  
Academic year



# Queensmill Vocational Skills Workshops

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## Overview

The skills workshops offered within the school are tailored to give pupils the opportunity to apply their creative skills to a project, as they work towards making something that they can eventually sell on site. The products that are made by the students depend on the area of focus over the course of the academic year (for example, the area of focus may range from cosmetics to textiles or food from different cultures and cuisines).

## Work Duties and Roles

- During these skills sessions, pupils are supported to participate in practical and creative tasks as they work towards making or designing their product.
- Pupils attending start off in the role of a 'student' as they learn more about the process of creating their product or item. As students' become more familiar with completing the different components of the task, they are able to progress onto the role of 'Product Designer' as they are encouraged to make more independent choices during the creative process regarding their own products (for example, choosing a preferred scent or exfoliator to go into their own unique soap as well as deciding on the design of the labelling on their product).
- Once all the products are complete, students are provided with the opportunity to sell their items on site and all money raised is shared between the students. During the sales events, students have the opportunity to take on different roles such as 'Shop Keeper' or 'Product Manager'.



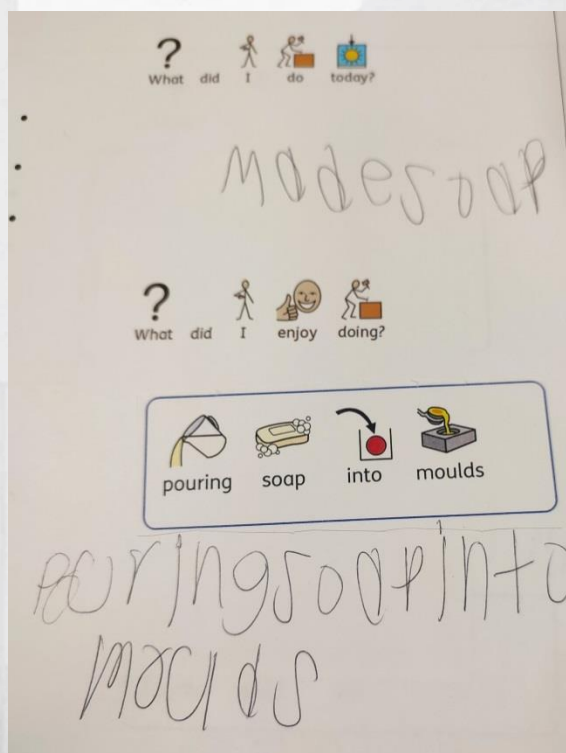


## Adaptations within this role

Some students may require one to one support from staff to carry out their role, whilst others may be able to complete tasks more independently once they become familiar with the different processes.

Some pupils may require more of a graded activity to support them to participate safely within the creative process (for example, instead of pouring hot soap into the moulds, they may be supported to sprinkle bath salts into pouches instead, or instead of preparing a hot meal they may be supported to make a cold snack that takes less time to finish).

## Student and Staff Feedback



"I want to learn new skills and activities to help me when I go college".

"It is great to see students working together as part of a team and learning how to do something they haven't done before".



Once a week  
Academic year



# Queensmill Jobs on Site

## Overview

There are a number of jobs offered to pupils across the school; these are based on their interests and motivations. There are ongoing opportunities to participate in different site maintenance duties such as window cleaning, floor mopping and sweeping or cleaning specific areas around the school, such as the kitchen or the playground. There are also opportunities for students to participate in set duties such as washing the dishes or laminating and shredding paper and helping to organise different resources across the school.

## Work Duties and Roles

- Please see below for a list of popular roles on site:
- Window Cleaner
- School Maintenance Lead
- Grounds Keeper
- Resource Support Technician

## Student and Staff Feedback

“With support she is able to follow her visual schedule to support her to complete the tasks”

“I like keeping the school clean and tidy.”



Every other week, once a week

Academic year



# Chiswick House - Gardening

## Overview

There are a number of jobs offered to pupils at Chiswick Gardens that change through the different seasons. There are ongoing opportunities at Chiswick Gardens such as clearing spaces, moving plants, harvesting, organising, pruning, etc.

## Work Duties and Roles

- Learning to use the different gardening tools
- Cleaning and tidying up the garden
- Maintenance of the paths (clear of leaves)
- Moving vegetable beds
- Pruning bushes
- Removing weed
- Water different plants
- Create compost bins

## Adaptations

Students worked with lots of breaks in between if needed. (Especially during winter months)

Students were supported with visuals (provided by school) if needed to do the tasks

Students were supported by Queensmill Staff at all times

## Student and Staff Feedback

“I really enjoy going to Chiswick House. I love using the wheelbarrow and the shovel”

“Staff in Chiswick House is very understanding and supportive”



Once a week – 9:00 to 12:30

Academic year



# Novotel London West – Waiter

## Overview

Hotels are a variety of jobs and work experiences that our students can do. This particular Work Experience offered us the possibility of working in the restaurant area during one of the busiest moment of the day, Breakfast. Our students supported their staff mainly preparing cutlery, dishes, glasses and napkins for the next shift.

## Work Duties and Roles

- Polishing cutlery and glasses
- Folding napkins
- Clearing up dirty tables
- Setting up tables
- Organizing plates, cups and cutlery before washing up
- Refill the food buffet
- Clear up empty trays from the food buffet.

## Adaptations

Students who can cope in busy environments are required in this work experience

Students were able to have two breaks during the day

Students were supported by Queensmill Staff at all times

## Student and Staff Feedback

“I used to fold napkins and polish cutlery in Novotel. I also loved their lunch”

“Novotel gave the opportunity to some students in Queensmill School to develop their working skills in a real setting”





Once a week – 9:30 to 14:30

Academic year



## Lyric Square – Q Market

### Overview

We had a space for a Stall at Lyric Square every Thursday during three years (term only). Our students would sell cakes to the local community with the support of Queensmill staff. All cakes were made and packed in the school kitchen. Students were only in charge of selling them, handling money and maintaining the stall nice and tidy.

### Work Duties and Roles

- Keep the stall nice and tidy
- Collect the rubbish and recycle it appropriately
- Offer cake samples to the public
- Sell cakes to the public
- Handling money. Receive money and give change. (most students with support)
- Support packing away the stall at the end of the day

### Adaptations

Students worked in shifts of 1 hour with a short break in the middle.

Students were supported with visuals (provided by school)

Students were supported by Queensmill Staff at all times

### Student and Staff Feedback

“This experience was a real learning for both the students and the local community”

“Many students from the Post 16 Department had access to this fantastic work experience”





Once a week – 10:30 to 13:30

12 weeks programme (O18)



# Petit Miracle

## Overview

Work experience workshop hosted by Petit Miracles at West 12 Shopping Centre location. They support students (18 years or above) to upcycle furniture which is then sold in their shop to support their work.

This work experiences gives students the opportunity to understand the fundamentals of upcycling for furniture.

They will be able to transform a piece of old furniture into something beautiful, original, and sustainable.

It is a 12 weeks traineeship between 10.30 and 1.30 (break time for lunch 12 to 12.30)

## Work Duties and Roles

- Sanding paint off furniture with different tools.
- Painting
- Tidying up
- Cleaning

## Adaptations

Students would work with lots of breaks in between if needed.

Students are supported with visuals (provided by school) if needed to do the tasks

Students will be supported by Queensmill Staff at all times

## Student and Staff Feedback

“They teach students the importance of upcycling, design and basic DIY”

“I like sanding and painting at Petit Miracle”



Once a week – 10:00 to 12:00  
Only autumn and summer term



# Westfield

## Overview

There is a big outdoor space behind Westfield where students participate in this work experience. Place is secluded so students cannot leave the premises unless is with staff. This work experience is once per week one and half hours with a break in the middle. It only happens during autumn and summer terms.

## Work Duties and Roles

- Using equipment (place provide equipment)
- Planting vegetables and fruits
- Watering plants
- Weeding
- Maintaining the place nice and tidy
- Maintain the bee hive
- Cleaning the pond

## Adaptations

Students would work with lots of breaks in between if needed. (Especially during cold days)

Students are supported with visuals (provided by school)

Students are supported by Queensmill Staff at all times

## Student and Staff Feedback

"I like the relaxing area  
in the garden centre"

"It a quiet space next to a  
very busy environment  
(Westfield)"



Once a week – 10:00 to 11:00

Academic year



## Hyde Park

### Overview

There were a number of jobs offered to pupils at Hyde Park Look Out work experience. It was a combination between a lesson and a work experience in which students learnt about the environment at the same time as they helped the place on some of the weekly routines.

### Work Duties and Roles

- Refilling and cleaning bird feeders
- Cleaning and maintaining the pond
- Clear the pathways off leaves
- Plant and harvest
- Maintain the compost bin
- Feed the animals in Hyde Park pond

### Adaptations

Students did 1 hour session with 15 minutes break in the middle of the session

Students would be supported with visual timetable with the activities that were happening each day (provided by school)

Students were supported by Queensmill Staff at all times

### Student and Staff Feedback

“My favourite activity is cleaning the bird feeders and fee the swan in the Pond”

“Students did a perfect combination between learning and working experience”





Once a week (Special interest)

July to September 2020

## Coop funeral care



### Overview

One of our students had a specific interest in work around funerals. Co-op funeral care was extremely responsive to supporting us. They organised different visits, tours and discussions to support our young adult.

### Work Duties and Roles

- Weekly visits to shops
- Participate in tours and discussions
- Participating in the induction (tour, meeting staff, getting to know the company, etc.)
- Operating garage door as the cars came in and out
- Looking at different coffins
- Dressing up in staff uniform

### Adaptations

Co-op funeral care were extremely supportive with our student

They provided a very thorough induction training which supported our student

### Student and Staff Feedback

“I am very happy Co-op gave this opportunity. I learnt a lot”

“Company was extremely responsive to supporting us.”



Once a week  
Academic year



# Q Laundry service




## Overview



One class would take control of our Laundry service. This class would be in charge of collecting clothes, washing, drying and delivering back.










## Work Duties and Roles

- Collecting dirty clothes from every class
- Students to track class, clothes and stage of washing
- Ordering washing tablets from reception
- Use the washing machine
- Hang the washing
- Students fold the clothes
- Students deliver washing back to the class

## Adaptations



  
 Whose items are in the  

  
 washing machine?



  
 Whose items are on the drying rack?

Saturn	Class	Laundry	Service	Cleaning	Schedule
 9.00	-	 9.30	checked	by  who?	
 11.00	-	 11.30			
 13.00	-	 13.30			
 14.30	-	 15.00			

## Queensmill Laundry Service

Class \_\_\_\_\_

Date \_\_\_\_\_

How many items? \_\_\_\_\_