**Supported Internship Self-Assessment**

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| **Business name** |  |
| **Number of employees** | **Total:** |
|  | **Male:** |
|  | **Female:** |
| **How many of the employees work….** | **Part time:** |
|  | **Full time:** |
| **What types of jobs do people do here?** | |
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| **What skills and personal qualities are required to work for this company?** | |
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| **What training is available to your employees?** | |
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| **What qualifications do you need to work here?** | |
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| **Which of these would you look for in a new employee? (Circle the answer)** | | | |
| **Being confident** | **YES/NO** | **Being enthusiastic** | **YES/NO** |
| **Being friendly** | **YES/NO** | **Being polite** | **YES/NO** |
| **Being cheeky** | **YES/NO** | **Being disinterested** | **YES/NO** |
| **Being considerate** | **YES/NO** | **Being reliable** | **YES/NO** |
| **Being positive** | **YES/NO** | **Being organised** | **YES/NO** |
| **Being lazy** | **YES/NO** | **Looking smart** | **YES/NO** |
| **Being punctual** | **YES/NO** | **Being absent** | **YES/NO** |

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| **Differences between school and work** |
| **What hours do employees work?** |
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| **What days do employees work?** |
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| **Do employees wear a uniform?** |
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| **What do employees do at lunchtime?** |
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| **Do employees have any special facilities or perks made available to them?** |
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| **Do you recruit school leavers?** |
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| **To what positions?** |
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| **What skills do they require?** |
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| **Are you a Disability Confident Employer?** |
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| **Would you be interested in providing a Supported Internship study programme work placement to a Sixth Form Yr14 (age 18-19) young person with SEND?** |
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| **Any additional questions** |
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