

Connexions Dudley has the responsibility on behalf of Dudley MBC, to track all young people who live in the borough on whether they are in education, employment or training, until their 19<sup>th</sup> birthday (or 25<sup>th</sup> birthday for young people with a Disability or Learning Difficulties).

This information comes from a variety of sources including Schools, Colleges and Training Providers but on occasions, where we cannot source this information, Connexions Personal Advisers will need to contact young people living within the borough directly to find out what they are doing.

There are set time periods that the information we find out lasts for. So after a certain period of time we will have to contact young people again, just to make sure you are still doing the same thing.

The Connexions Personal Advisers will try to talk to young people living in the borough by either phone, e-mail, through letters or home visits. If a Personal Adviser does call at your home then they will show you their Dudley MBC ID Badge to show you who they are and will explain what information they need from you.

The information we need is:

What you are currently doing :	<i>For example: In Further Education An Apprenticeship Employment with part time study Employment without training On a training course Looking for Education, Employment or Training Looking after your child</i>
I'm working / studying at:	<i>Name of the company / place you are studying at</i>
I started this on:	<i>Date of Start</i>
It would also be really helpful to have some contact details for you such as a mobile number and e-mail address.	

### **What do we do with the information?**

The information is collated and sent to the Government for monitoring purposes and used by Dudley MBC to understand the local young people population.

Dudley MBC has the responsibility to secure sufficient suitable education and training provision for all young people in their area (aged 16-19 and for those aged 20-24 with an Education, Health and Care Plan), and this information helps us to do this.

### **What if a young person isn't in Education, Employment or Training?**

Dudley MBC has the responsibility to help young people participate (be in some form of education, employment or training), so if you, or a young person is looking for education, employment or training then Connexions Dudley, will be able to help. We can offer a variety of advice and guidance to support future aspirations.

Just call 01384 811400 and we will arrange an appointment to help you.