

Camelia Botnar Foundation Package

The Foundation has been running for over 40 years and aims to help young people between the ages of 16 and 21 who are in a disadvantaged situation at home. We try to give you a leg-up in life in order to train in a skilled practical trade, obtain various qualifications and leave with good career prospects. Applications can be made online. Wherever possible we require a risk assessment to be completed by your social/support worker. If you fit our criteria you will be offered an interview (at present via a zoom video link) and if accepted will be offered a date to start or placed on a waiting list for one of our departments.

We want to help young people gain work experience and skills in order to boost their confidence as for a variety of reasons many of them find it hard to gain employment or training elsewhere. We operate a safe and friendly environment where young people can keep trying until they succeed. In as little as three months (90 days) young people prepared to work hard may complete Level 1 training and who demonstrate acceptable levels of behaviour can gain written evidence from us which will make them stand out from the crowd when making applications to potential employers. Those who successfully complete Level 1 may be invited to stay a further three months for Level 2 training.

Our young people known here as “Trainees” must be capable of a full days work experience/training. The day starts at 8.45 am and ends at 5.00pm from Monday to Thursday and 4:30pm on a Friday. Please read our house rules for standards of behaviour and Disciplinary procedures (should there be any wilful damage to the Foundation’s property/equipment, it will be charged from bursary payments).

Food:

Top quality food is provided, all prepared by our Catering Department. We always provide a varied and seasonal menu using fresh ingredients (see sample menus below). Coffee and tea or cold drinks are provided for morning and afternoon breaks. There is a cooked or cold/cereal breakfast available at 7.00 am; a 15 mins tea break mid-morning, a high quality packed-lunch is delivered to your workshop at about 12.30-1.00 for a 30 minute lunch break; then a 15 mins break mid-afternoon. In the evenings there will be a two-course meal at around 5.30pm.

Departments:

We have 8 different departments to choose from. Please look at the departments in our online video on the Home page to get a feel of which area you would like to train in (please turn the volume up for voice over). We are opening up a new department of Motor Vehicles (please see separate video for the information and photos). The health and safety of everyone at the Foundation is one of our top priorities. Steel toed safety boots, and all other PPE (Personal Protective Equipment) will be provided.

Room:

You will have your own room with your own key. Fresh bedding will be provided. You will need to bring towels, toiletries and casual clothes for the evening together with suitable clothes for daytime training/work experience. You will have access to the laundry room to wash your clothes and you’re bedding once a week and you will be expected to keep your room to an acceptable standard. Girls and boys rooms are kept separate of course and onsite relationships are not allowed. The Main House will be the location of your first room where there are 15 bedrooms. This is where you will take your breakfast and evening meals. Then after a while you may be moved to the Coach House with 16

bedrooms, a short walk away, with meals still taken in the main house. There are facilities for making drinks in the evenings in both buildings. There may be opportunities to move to one of our three bedroom flats or cottages where you will be cooking your own meals and looking after your own washing. This is preparing you for independent living for when you leave. Personal items eg. games console and TV (up to 32") etc., can, subject to house managers discretion, be accommodated after four weeks. Whilst Government Covid-19 restrictions remain in place we need you to bring your own face covering/mask.

Maths & English:

For those who have not obtained Maths and English qualifications at school we have an on-site tutor who can help you with individual lessons. Lessons last for one hour and are delivered on a one-to-one basis during the day. Our tutor works from a library with an array of books on your chosen trade, and several computers. We also have a Careers Coach who helps those coming to the end of their time at the Foundation by assisting with CV writing and job applications.

Drugs and alcohol/safeguarding:

We are fully committed to being a drug and alcohol free charity. If you are accepted, on your first day you will take a drugs test **which will show positive** if you have participated recently. For those who smoke weed please be aware that you will need to be at least 28 days clean of cannabis to pass this test. We also do random drug testing throughout your placement.

We accept persons of all religious persuasions, ethnicities. We do not tolerate any forms of abuse and certainly will not allow bullying to go unchallenged – we want our young people to accept and support each other and those who do not will be asked to leave.

We are fully committed to safeguarding as we have many vulnerable young people at the Foundation. Certain historic police issues may not fit with our admission our criteria, so if concerned please ring Admissions to discuss this in more detail.

Evenings:

There are weekly shopping trips to our local supermarket, so if you have forgotten something there will be an opportunity to shop. We have high quality WIFI in all the communal areas so you will be able to keep in contact with home and friends. However our staff are always available if you need to talk in confidence.

We can house up to 45 trainees but we tend to keep to around 35 at the present time. There is no smoking inside any of our buildings. Smoking shelters are provided for your breaks and in the evenings. We have evening staff on duty who will supervise the occasional evening off-site activities such as gokarting, swimming, skating, cinema, bowling, organised walks/runs and much more. You may prefer to stay on site, chill, watch tv/dvd, test out your packman skills, play pool, snooker, table tennis, air hockey or even work out in our fully equipped gym. We also have tennis courts, a large sports hall for five a side, basketball, or badminton and a full size football pitch outside in the grounds. **Whilst Government restrictions are in place social distancing is practiced throughout the day and evenings so activities at present may be limited.**

Travel:

On a Friday at 5pm you will be dropped off at Horsham station for your journey home, unless of course you are being collected by your friends or family. Free travel warrants to your home town and a Sunday return will be available. On Sunday nights at 8pm our minibus waits at Horsham station for your return to the Foundation. We are a 500 acre estate and there are no buses or trains within a walkable distance, so this pick up point/time is very important.