



### **Information, Advice and Guidance Service – West Essex**

Sharon Chater – 07825 247970

If your child has left school or college and needs some help to find further education, a job or training, then you can call the Information Advice and Guidance service for those not in employment, education or training in West Essex.

They will give your child information, advice and help to find opportunities which are available locally or nationally.

Before contacting the team, you should make sure that your child is ready to apply for jobs, training or a place at college, and if they are offered a job or placement, they should be prepared to take it up straight away. They should be motivated and willing to work with the team to find opportunities.

### **Child Benefit Extension**

If your child is 16 or 17 years old, and unemployed or without a course or training lined up for the near future, you may be entitled to claim Child Benefit Extension for up to 20 weeks from the Monday following the end of your child's full time education. It will no longer run after the 20 week deadline. This will then allow you to keep claiming Child Benefit and Tax Credits.

To claim, log on to <http://www.hmrc.gov.uk/forms/ch299.pdf> or call 0845 302 1444 and complete the application form. You will need to have registered with Sharon Chater of the Information, Advice and Guidance Service by calling her on 07825 247970. The young person will then need to contact her by phone, text or email at least once every 14 days to ensure that they are using the services provided.