



### **Employability and Skills Intervention Team – West Essex**

Sharon Chater – 07825 247970

If you have left school or college and need some help to find further education, a job or training, then you can call Sharon Chater on 07825 247970 from the Information Advice and Guidance service for those not in employment, education or training in West Essex.

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

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

### **Child Benefit Extension**

If you are 16 or 17 years old, and unemployed or without a course or training lined up for the near future, your parent or carer may be entitled to claim Child Benefit Extension and Child Tax Credits for up to 20 weeks from the Monday following the end of your 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. You 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.

