

Temporary guidance on sbwa sent to District Managers, Group Implementation Managers & Work Services Directors

Sector-based work academies

This note gives the latest guidance on sector-based work academies following the policy change regarding Work Experience sanctions.

The following advice will now apply to the administration of sector-based work academies:

- Suspend consideration of any sanctions which relate to the Work Experience Placement element of a sector-based work academy where a decision has not already been imposed and notified to a claimant..
- The **Pre-Employment Training (PET) and Guaranteed Job Interview (GJI) elements** of a sector-based work academy will remain subject to possible benefit sanctions as per the existing rules and guidance. If an employer withdraws the offer of a GJI ,for example, because the claimant has withdrawn from the WEP, then the interview should be not be treated as mandatory. If this occurs, the participant should be notified in writing of the fact that the GJI will not be a mandatory requirement.
- Suspend any referrals for DMA consideration of all such cases including where the host employer has notified us of an issue or where we have sought a claimant's explanation (you do not need to withdraw any notifications already sent or contact employers or individuals).
- Stop using the referral letters sbwa 01(JSA) and sbwa 01a(JSA) and use these replacements: sbwa 01(JSA)Rev and sbwa01a(JSA)Rev. ***[Note – both of these revised letters were originally 'embedded' here but are now included separately as documents 4 and 5.]*** The revised letters will apply for both England and Scotland.
- Information will follow shortly on communications which may be appropriate to issue to claimants who are already participating in sbwa WEP and Work Experience.