

Work Experience

The decision for a claimant to participate in Work Experience is voluntary (Jobseeker's Directions should not be used). However, except for 16/17 year olds, participation is mandatory once the claimant has made a decision to participate (apart from the probationary week).

Suitable claimants will:

- Not have significant needs relating to numeracy, literacy or general employability skills
- Have little or no work history a low skills base
- Be motivated and demonstrate a willingness to work.

In initial discussions with the claimant, advisers should ensure the claimant understands that once they agree to participate and have received the written notice with details and a start date for the Work Experience placement, that attendance will be mandatory and sanctions will apply if they do not start or complete the placement following the probationary period. It is imperative that the claimant is made aware of how sanctions will affect them.