



# Information, Advice and Guidance (IAG) and Careers and Education Guidance (CEG)

We offer FREE, confidential and impartial support for all learners.

Guidance can be given face to face, online or on the telephone.

- National Careers Service
- Assistance with looking for work
- Identification of suitable training or courses
- Funding opportunities for learning
- Help with overcoming barriers to learning or work
- Help with creating SMART targets (Specific, Measurable, Achievable, Realistic, Timely)
- CV and cover letter advice
- Interview tips and support
- Information about Employment Support projects, including Supported Employment
- Volunteering opportunities
- Access to Skills and Employment Hub support
- Signposting to relevant specialist services



## Helpful websites



[www.cheshirewestandchester.gov.uk/  
skillsandemployment](http://www.cheshirewestandchester.gov.uk/skillsandemployment)



[www.cheshirewestandchester.gov.uk/  
skillsandemployment](http://www.cheshirewestandchester.gov.uk/skillsandemployment) (click option 3)



[www.nationalcareersservice.gov.uk](http://www.nationalcareersservice.gov.uk)



To see all Skills and Employment policies and information, visit [www.cheshirewestandchester.gov.uk](http://www.cheshirewestandchester.gov.uk) and search Skills and Employment, or scan the QR code



## Tutor assessment

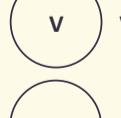
### Feedback key



Something to improve  
Learning outcome partially achieved  
Next step  
Target



Something done well  
Learning outcome achieved  
Met the success criteria



Verbal feedback given



Individual support given

SP spelling error  
P punctuation error  
C incorrect use of capital or lowercase letter

## Feedback

One of the most powerful ways of judging our performance and our service is to listen to our learners and our partners.

Feedback can be provided by Telephone: 07990 532869

Email: [skillsandemployment@cheshirewestandchester.gov.uk](mailto:skillsandemployment@cheshirewestandchester.gov.uk)

Post: Skills and Employment  
Cheshire West and Chester Council  
The Portal, Wellington Road  
Ellesmere Port CH65 0DA

Web form: scan the QR code



We will acknowledge your communication within 2 working days and respond formally within 10 working days.

Our inspectorate Ofsted would also like to hear your views on your learning experience with us. Their survey is always open to learners. Go to [www.learnerview.ofsted.gov.uk](http://www.learnerview.ofsted.gov.uk) and follow the links.