

VOCATIONAL PROFILE



**Understanding strengths
for learning and work**

This learner-led vocational profile is designed to empower learners with SEND to take an active, confident role in shaping their future pathways. It helps educators, Careers Leaders, SENDCOs, and families create meaningful, strengths-based conversations that support planning and transitions.

The structure draws on evidence-based practice, inclusive education research, and person-centred planning approaches. Its aim is to provide a practical, accessible tool that elevates learner voice and supports schools in delivering high-quality, inclusive careers education and transition planning.

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PROJECT LEADS

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[Central London Careers Hub | londoncareerscentral.co.uk](http://londoncareerscentral.co.uk)

LEARNER INFORMATION

Full Name:

Preferred Name (if different):

Date of Birth:

School/Setting: Year Group:

Education Health and Care Plan (EHCP) : Yes No

Individual support plan (ISP) : Yes No



Primary Areas of Need: You can list as many or few as you want

How I experience the world: For example – things that make environments easier or harder

Learning Disability/difficulty : Yes No

Further details (optional)

Key Staff Contacts: e.g. SENDCO, Careers Lead, Other trusted adults

MY EDUCATION & TRAINING JOURNEY

School Name	Qualification/Course	Years Attended

MORE ABOUT YOU

These questions help people understand how you communicate, what helps you, and what feels comfortable. You can answer as many or as few as you like.

Do you use words to speak? Yes No

Do you use an electronic or digital communication device? Yes No

Do you use more than one language? Yes No

Languages I use:

Do you use signs or other non-spoken communication? Yes No

Do other people support you to communicate? Yes No

Is there anything else you want others to know about how you communicate?

YOUR WELLBEING

Do you experience mental health challenges, and how do they affect you (if you want to share)?



WHAT HELPS ME THRIVE

This page helps others understand the things that support you to feel comfortable, confident, and able to do your best. You can answer using words, drawings, symbols, or any way that feels right for you.

What might make things harder for me sometimes, and how can others help?

Think about things in your environment, daily routines, sensory experiences, communication, or expectations that could be challenging - and the kinds of support that make things easier.

How do I usually travel or make journeys?

- Public transport Walking Car
- Family support for travel Support worker / PA

Other travel methods:

Do I use any tools or technology to help me?

This might include apps, timers, planners, communication tools, noise-cancelling headphones, mobility aids, sensory supports, or software.



How do I prefer to communicate? Tick as many as you like or add your own.

- Email Messaging / text Phone call Video call
- Face-to-face conversation Using AAC or communication devices
- Using signs or gestures

Other communication preferences:



Is there anything important about my wellbeing that others should know to support me better?

This could include what helps you feel safe, calm or grounded; things that reduce stress; sensory needs; helpful routines; or people you trust.



MY STRENGTHS AND INTERESTS

These pages are all about you - the things that make you feel alive, confident, curious, proud, or hopeful. You can answer using words, drawings, photos, symbols, or anything else that works for you.

What do I enjoy doing most?

Think about activities, hobbies, subjects, or moments that make you feel good.



What gets me excited or motivated?

What gives you energy? What makes you want to get involved?



How do I like to learn?

Examples might include: practical hands-on learning | step-by-step verbal instructions demonstration learning through visuals | quiet spaces | working with others trying things out myself



What helps me feel comfortable?

This could be people, routines, sensory supports, communication styles, tools or environment changes.



Are there things I find challenging in my environment?

For example: noise, lighting, crowded places, unclear instructions, too much pressure.

**MY ASPIRATIONS AND GOALS****Who inspires me and why?**

People in your life, famous people, characters, creators, community members - anyone you admire.

**What kind of difference would I like to make in the world?**

Helping others, making things, solving problems, being creative, caring for the environment, designing things, supporting my community.

**What is important to me in a job or volunteering role?**

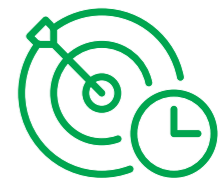
Here are some examples if helpful: teamwork | independence | creativity | helping others
being active | working outdoors | using technology | routine and structure | problem-solving

**What matters most to me:****Have I ever thought about my dream job or roles?**

This could be specific (e.g., "chef", "game designer") or broad (e.g., "working with animals", "something creative").

**What kinds of jobs or careers interest me?****What do I want to achieve in the next 1-2 years?**

Short-term goals - school, wellbeing, skills, personal life, independence.

**What are my dreams for the future (5+ years)?**

Big ideas welcome - even if they change later.




MY SKILLS AND EXPERIENCE

This page helps you share what you can do, what you've tried, and what you might want to explore in the future. You can give short or long answers - whatever works best for you.


MY EXPERIENCES

Have I done any work experience or volunteering? Yes No




MY PRACTICAL SKILLS

For example: IT, cooking, gardening, mechanics, creative skills, making things, organising, helping others.




MY INTERESTS AND HOBBIES

These can be school-based, community-based, online, or personal interests.




WHAT I ENJOY AT SCHOOL OR COLLEGE

This could include lessons, clubs, roles you've had, topics you enjoy, or activities where you feel confident.



WHAT HELPS ME BE INDEPENDENT


For example: travel training, apps or tools, daily routines, support from trusted adults, using technology.



HOW I USE TECHNOLOGY

What do I enjoy or feel comfortable doing with technology?

For example: using apps, online research, gaming, design tools, communication tools, coding, or creative software.



MY WORK EXPERIENCE OR VOLUNTEERING RECORD

Employer/Organisation	Position/Role	Main Duties

THINGS I'D LIKE TO TRY IN FUTURE WORKPLACES

Is there something you haven't tried yet but would like the chance to practise?

Examples: Using different equipment | Supporting with stock | Assisting with food preparation
 Setting up product displays | Using office software | Customer service | Working with tools or equipment

Write your ideas here:



WHAT I WOULD LIKE AN EMPLOYER TO KNOW ABOUT ME

This page helps employers understand how to support you so you can feel confident, comfortable, and able to do your best. You can respond in writing, drawings, symbols, or any way that works for you.

What would help me feel more ready for a work experience placement or meeting an employer?

Think about what helps you prepare, feel calm, or understand what will happen. For example: having information in advance, a quiet space to arrive, meeting someone beforehand, seeing pictures of the workplace, knowing what to bring.

Is there anything an employer should know to help me do my best?

This could be how you like instructions, preferred environments, communication needs, helpful routines, or things that support your focus and wellbeing.

What gives me confidence?

What helps me feel confident:




Are there any challenges I'd like support with during a placement?

This could be how you like instructions, preferred environments, communication needs, helpful routines, or things that support your focus and wellbeing.

- communication timekeeping confidence remembering steps
- teamwork managing busy or noisy environments asking for help
- using unfamiliar tools or technology

Things I'd like support with:




THINGS YOU MAY NEED SUPPORT WITH AT WORK

Everyone has different strengths and different things that can be tricky sometimes. These questions help workplaces understand what adjustments or support could help you feel comfortable and confident.

- Standing for a long time** Yes No **Lifting** Yes No
- Sitting for a long time** Yes No **Walking** Yes No
- Carrying** Yes No **Balance** Yes No
- Kneeling** Yes No **Being in crowded spaces** Yes No

Please use the space below to explain in more detail


You can share what helps, what makes things harder, or any adjustments that would support you.



THREE THINGS ABOUT ME Draw, write, or choose symbols / stickers


THREE THINGS I'M GREAT AT

These might be practical skills, personal strengths, things you're proud of, or qualities others appreciate in you.



THREE THINGS I LOVE TO TALK ABOUT / AM INTERESTED IN

Topics, hobbies, passions, things that make you feel excited, curious, or engaged.



THREE THINGS ABOUT ME

Draw, write, or choose symbols / stickers

THREE THINGS I MIGHT NEED HELP WITH

This is not about what you “can’t” do - it’s about what supports you. You can mention environments, routines, communication, processing time, sensory needs, or anything else.



THREE THINGS THAT HELP ME FEEL COMFORTABLE / DO MY BEST

These might include quiet spaces, visuals, clear instructions, breaks, knowing a plan in advance, using technology, sensory supports, having a trusted person nearby, or anything that helps.



DECISION MAKING PROFILE

This section helps others understand how to share information with you in ways that feel clear, supportive, and empowering. You can answer using writing, drawings, symbols, or any format you prefer.

HOW I LIKE TO RECEIVE INFORMATION

You can tick, circle, or add your own options.

- In clear, simple words Visually (pictures, symbols, diagrams)
- Step-by-step verbal instructions In writing Verbally
- Through demonstrations or modelling With extra time to process
- One-to-one conversations Using technology (videos, apps, digital tools)

Other ways I prefer:

HOW YOU CAN HELP ME UNDERSTAND

This is about what helps information make sense and feel manageable.

- Give me time to think before I respond Break down information into steps
- Check my understanding in a supportive way Use visuals or examples
- Avoid lots of information at once Offer choices in a calm, clear way
- Repeat or clarify if needed Show me what something looks like in practice
- Ask how I would like information next time

Other things that help:

HOW TO PRESENT CHOICES TO ME

- Give me a small number of options at a time Allow extra time to decide
- Use pictures, objects, or examples to show the choices
- Tell me the key information about each option Give me space without pressure
- Check in with me gently (e.g., “Would you like more time?”)
- Avoid asking too many questions at once Offer choices in writing or visually
- Let me choose in non-verbal ways if I want (pointing, circling, using AAC)

Other helpful ways to offer choices:

NEXT STEPS AND ACTIONS

These actions are agreed together with the learner and their support team. They should feel achievable, supportive, and centred around the learner’s goals, preferences, and wellbeing.

You can use this page to record what will happen next, who is helping, and when you will check in again.

WHAT ACTIONS WILL HELP ME MOVE FORWARD?

Examples: building a new skill, exploring job ideas, practising travel, meeting an employer, updating my CV, trying a new activity at school or college.



WHO WILL HELP ME WITH EACH ACTION?

You can list people such as family members, teachers, support staff, employers, mentors, or trusted adults.



WHEN WILL WE CHECK IN ON PROGRESS?

These signatures show that everyone understands and agrees to the next steps. If someone prefers to sign in another format (initials, stamp, typed name, symbol), that is fine.

Role	Signature	Date
Learner		
Parent/Carer (optional)		
Teacher / Careers Lead / SENDCO		

REVIEW (OPTIONAL)

This page can be used during follow-up meetings or check-ins. It helps you and your support team reflect on what’s going well, what’s changed, and what’s next. You can use words, drawings, symbols, or any format you prefer.

DATE OF REVIEW:

WHAT PROGRESS HAVE I MADE?

Think about skills you’ve developed, things you’ve tried, goals you’ve worked on, or anything you feel proud of.



HAVE MY GOALS OR INTERESTS CHANGED?

It’s normal for goals or interests to grow or shift. You can update them here.



ANY NEW IDEAS OR SUPPORT NEEDED?

This could include new opportunities you’d like to explore, things you want to practise, or types of support that would help you thrive.





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