

What are apprenticeships?

Apprenticeships are work based training programmes for anyone of 16 or over. They are government funded in collaboration with the Skills Funding Agency and Local Government. Apprenticeship Frameworks are designed by the relevant industry Sector Skills Council.

Are Apprenticeships just the Youth Training Scheme under a new title?

No. As Apprenticeships are funded by public money, providers are subject to regular inspections and quality assurance checks. Training Providers are inspected by OFSTED who are also responsible for school and college inspection.

What is the length of the Apprenticeship?

This will vary between one and three years depending on the occupational area, the level of support in the workplace and the learner's commitment.

Where are Apprentices trained?

Mostly 'on the job' at your site or office, but it will be necessary to agree time away from the workplace in order to enhance their skills. This time is negotiated at the beginning of the programme. It may involve either one day per week or per fortnight in order to fit in with operational demands in the workplace.

What are the benefits to the employer?

- The course content of apprenticeships is developed by the relevant Sector Skills Councils. Therefore the training and qualifications will be relevant to your industry.
- 88% of employers who employ Apprentices believe that Apprenticeships lead to more motivated and satisfied workers.
- 80% of employers who employ Apprentices agree that they make their workplace more productive.
- Employers only pay the salary of 16-18 year old Apprentices which is a minimum of £95 per week. The government funds their training.
- One in five employers are training more Apprentices to help them through the tough economic climate.

Source: National Apprenticeship Service

Where do NVQs fit into this?

An NVQ forms part of the Apprenticeship framework, alongside Key Skills, Functional Skills and a Technical Certificate. An NVQ consists of both mandatory and optional units, allowing learners a choice that will complement their job role.



What are employer's commitments?

There are standard terms and conditions to control the employment of the Apprentice. You will need to give them a contract of employment, an induction into the job role and company structured on-the-job training.

From May 2017 the basis for apprenticeship funding has changed and employers will be more encouraged to play a bigger part in their learner programmes.

For larger employers with a payroll in excess of £3m they will be asked to pay a levy of 0.5% of the wages bill to be placed in a holding fund from which they can draw down funding to pay for their learners.

For Employers with over 50 employees will have to contribute 10% of the training costs for their learners.

For employers with under 50 employees arrangements will continue as present with the funding being directly drawn down from the SFA.

All employers will receive a grant of £1,000 for help towards training costs where the learner is aged 16-18.

The basis of training will also change to a more subjective environment based on an actual training model rather than the current frameworks.

The more support and encouragement you give, the more you will get out of the Apprentice and the programme.

The Milltech assessor will visit the Apprentice at their place of business on a regular basis to ensure that the work they are doing can be used as evidence towards their qualification. Any work or modules that cannot be carried out at work can be done at Milltech.

You will be kept involved in the learner's progress as part of the formal review between the Apprentice and the Training Officer which takes place every 11 weeks.

What help will Milltech give me?

Milltech staff will be available to answer questions and offer guidance; if you need to discuss any aspects of the programme, we are happy to schedule additional visits. The Training Officer is central in making things run smoothly. We provide a comprehensive range of services throughout the programme from start to finish which include:

- Advertising to recruit the learner (if necessary)
- Learner skills analysis & assessment
- Induction and registration with the awarding body
- Guidance with their portfolio
- Development of an individual Training Plan
- Assessment visits, off the job training and a regular review of progress
- Verification of their portfolio and certification from the awarding body
- Advice on further learning on completion of the programme.

Are there Apprenticeships for any job?

Yes, there are apprenticeships in most vocational areas although Milltech specialise in Business & Administration, Customer Service, Team Leading and Management and Automotiver skills.

Do Apprentices receive additional training to develop other skills - numeracy, literacy for instance?

These skills are developed within the Key and Functional Skills part of the apprenticeship and form an important part of the overall programme. Milltech staff can also offer additional training to help improve upon their Literacy and Numeracy skills.

It needn't stop there

We are finding increasingly that Apprentices are asking how to continue their learning, either by taking the Advanced Apprenticeship or by completing an additional framework at the same level. The advantage to the employer is even more loyalty and enthusiasm in the workplace.

What's the catch?

It's natural to assume that if something has little or no cost it has no value. However, since we are part government funded, our services are currently provided free to the employer. Our staff will be happy to discuss the Apprenticeship Programme in more detail at your request.

Full details will be explained by your training officer or call Derek Freeman at 0191 5100414 to discuss.



The apprenticeship specialists

For more information on Apprenticeships log on to: www.apprenticeships.org.uk



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