Apprenticeships: Nurturing Talent
What has changed with Apprenticeships?

An apprentice levy is now paid by all employers with a pay bill in excess of £3m.

The levy is set at 0.5% of the pay bill.

Funding accessed through a new Digital Account Service (DAS).

Open to new and existing staff, all ages.

Available from GCSE to Masters level.
Benefits to the University

Attract and retain talent

Tailored learning to meet current and future needs

University viewed as ‘Employer of Choice’

Reinvest the Apprenticeship Levy to nurture talent
From GCSE to Masters

- Intermediate Level 2
- Advanced Apprenticeship Level 3
- Higher Apprenticeship Level 4
- Degree Yr 1 Level 5
- Degree Yr 2 Level 6
- Degree Yr 3 Level 7
- Masters Level

- GCSE Level
- A Level
- Degree Apprenticeship
What is available?

Intermediate, Advanced or Higher and Degree Apprenticeship?

Examples of Apprenticeship standards

<table>
<thead>
<tr>
<th>Title</th>
<th>Level</th>
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<tbody>
<tr>
<td>Commis Chef</td>
<td>2</td>
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<tr>
<td>Science Lab Technician</td>
<td>3</td>
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<tr>
<td>Team Leader/Supervisor</td>
<td>3</td>
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<tr>
<td>Assistant Accountant</td>
<td>4</td>
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<tr>
<td>Leadership and Management</td>
<td>5</td>
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<tr>
<td>Chartered Management Degree</td>
<td>6</td>
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<tr>
<td>Postgraduate Engineer</td>
<td>7</td>
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Where can you spend the funds?

**You can** spend your levy money on:
- Apprenticeship training
- Materials & some accommodation
- Apprenticeship ‘end point assessment’

**You can’t** spend your levy money on:
- Apprenticeship wages
- Travel and subsistence costs
- Cost of setting up an apprenticeship programme
- Work placement programmes
How much will an Apprenticeship cost?

All apprenticeship frameworks and standards have been placed one of 15 bands – from £1,500 to £27,000

Employers negotiate a price for an apprentice’s training and assessment with an Approved Training Provider

Funding band caps the maximum amount that can be used for an individual apprenticeship

Employers can ‘top up’ using own money to support the Apprenticeship
Accessing levy funds

- **DAS**: Set up apprenticeship agreement in employer DAS account
- **10%**: Government top up to monthly funds entering account
- **Monthly**: Amount to be held back and paid on completion of ‘end point assessment’
- **20%**: Monthly draw down to provider
- **24**: Funds will expire 24 months after they appear in the employer’s digital account
What counts as an Apprenticeship?

1. **SALARY**
   At least the minimum apprentice wage rate if new staff member. Existing staff stay on their current contract.

2. **A GENUINE JOB**
   Must exist for a new recruit or current employee during the apprenticeship.

3. **APPROVED APPRENTICE STANDARD**
   Apprentice must be working towards achieving an approved standard.

4. **DURATION**
   The apprenticeship must last for at least one year.

5. **APPROVED TRAINING PROVIDER**
   The University’s Approved Training Providers have been through a tender process.

6. **20% OFF THE JOB TRAINING**
   Apprentice must need substantive new skills and spend at least 20% of their working hours on off-the-job training.
Issues to consider

What **skills** will be required in the future; review each vacancy.

Is the individual committed to the training programme, including the assessments, portfolio, coursework?

Managing the **20%** of work time on off-the-job training?

Is an apprenticeship the best response, rather than an alternative eg short training course?
Setting your apprenticeship up for success

Ensure line manager is enthusiastic and prepared

Understand about the qualification your learner/apprentice will be working towards

Learner committed to completing all elements of the programme

LM to commit to supporting 20% off the job

Identify a mentor for each apprentice

Peer/ buddy support encouraged
Next steps

Listen to 3aaa and CRC today

Let us know your interest

Cohorts start May 2018

Liaise with PPD re questions and queries