



# Progression through apprenticeships

**An alternative route to higher level study and developments in Higher Level Apprenticeships**

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# Skills for Sustainable Growth November 2010

Apprenticeships are at the heart of the system that we will build. They bring together individuals, motivated and working hard to develop themselves; employers, investing in their own success but supporting a programme with wider social, environmental and economic value; and Government, providing public funding and building the prestige and reputation of the programme.

○ We will reshape Apprenticeships so Level 3 becomes the level to which learners and employers aspire

○ We will ensure there are clear routes from Apprenticeships to higher level training including, but not exclusively, Level 4 Apprenticeships

○ We will expand the numbers of adult Apprenticeships available by up to 75,000 by 2014–15

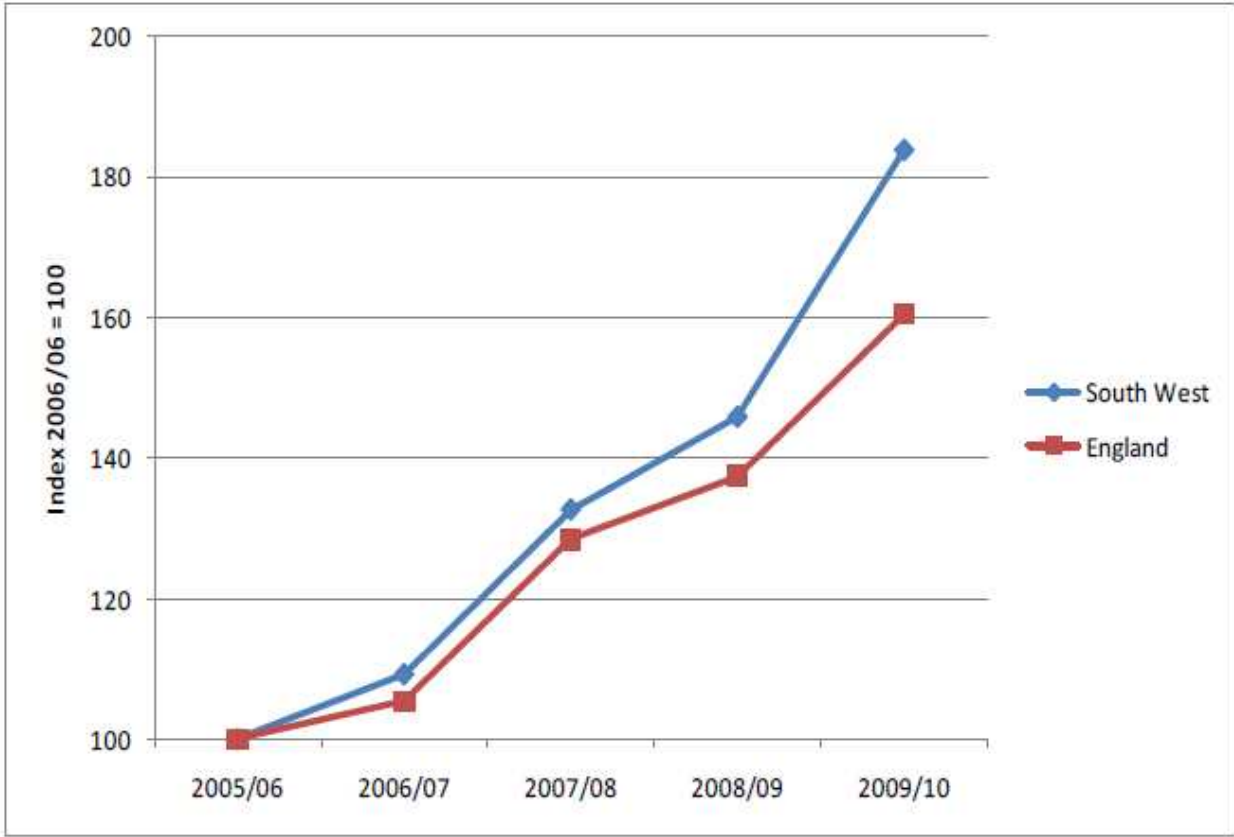


# Apprenticeships - What are they?

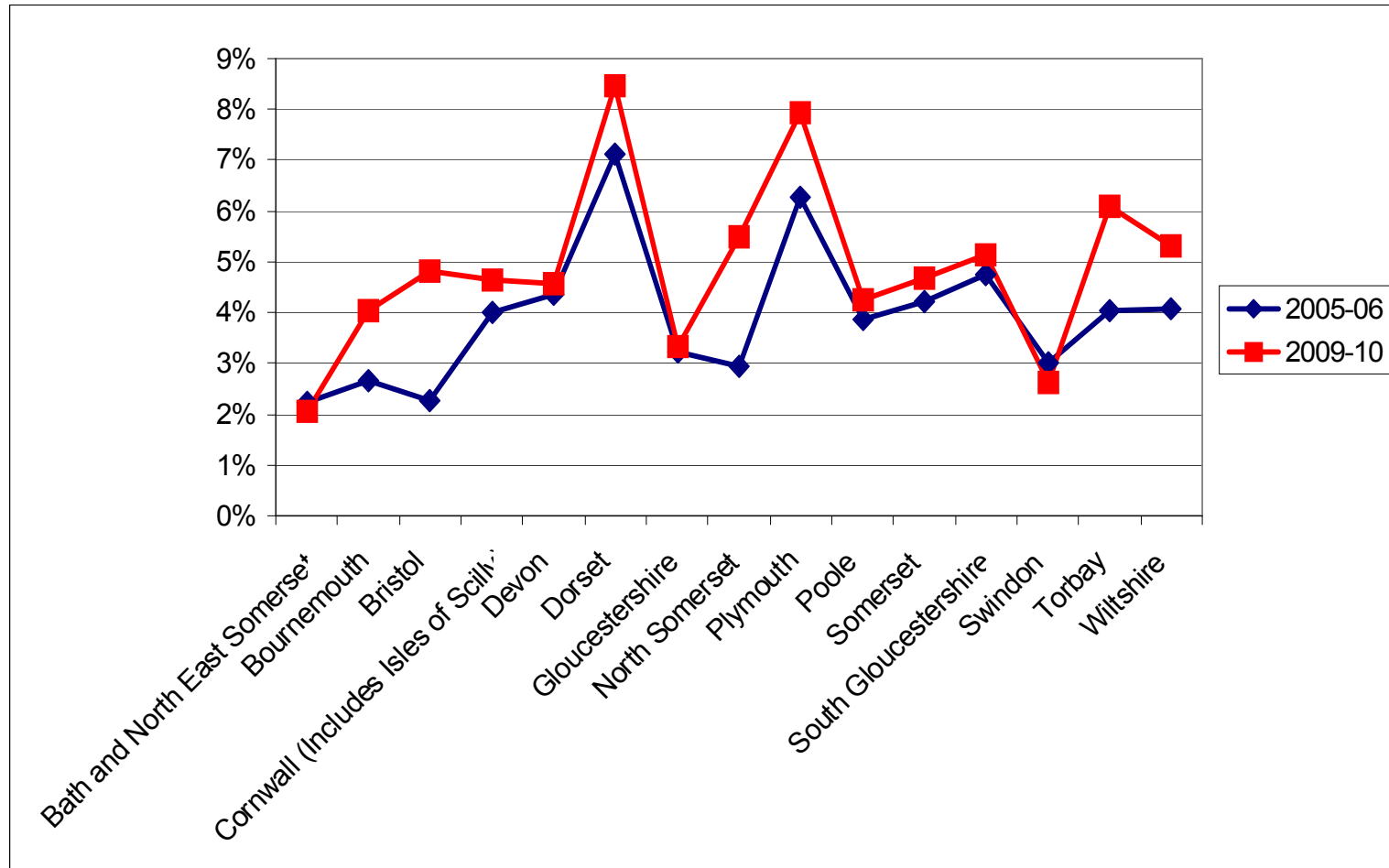
- Training programmes **designed by business for business**
- Combination of **on-the-job and off-the-job** learning
- Delivered by **providers together with employers**
- Components of an **Apprenticeship**
  - Qualifications Related to the Sector:
    - Competence Based Element
    - Knowledge Based Element
  - Functional Skills / GCSE (with enhanced functional content) or Key Skills (Maths, English and ICT)
  - Employer rights and responsibilities
  - Personal learning and thinking skills
  - On- the- Job Training and Off-the-Job Training Guided Learning Hours (GLH)
- Can take between **one and four years** to complete depending on the level of Apprenticeship, the apprentices' ability and the industry sector.
- Minimum salary is **£2.50 per hour** (for those under 19 or 19 or over and in the first year of their apprenticeship) however, many apprentices earn significantly more.

# Apprenticeships in the South West

Total Apprenticeship Programme Starts 2005/06 - 2009/10



# 16-19 Apprenticeship Participation Rate





## SW Key Sectors

Top 10 frameworks by number of starts in 2009/10	
Customer Service	3211
Health & Social Care	2622
Engineering	2612
Hospitality & Catering	2572
Retail	2403
Business Admin	2344
IT & Telecoms Professionals	2032
Hairdressing	1752
Construction	1659
Child Care Learning & Development	1602



# Levels of Apprenticeship

## Level 2 Intermediate Level Apprenticeships

- Develops skills at NVQ level 2 standard (equivalent to five A to C GCSE grades A – C)
- Training programme usually lasts for between 12 and 18 months

## Level 3 Advanced Apprenticeship

- Develops the learner's skills at NVQ Level 3 standard as potential supervisors and skilled workers (equivalent to two A level passes grades A – C)
- Training programme usually lasts between 18 and 24 months

## Level 4 and 5 Higher Apprenticeships equivalent to a HNC/D or Foundation Degree

- Develop skills at NVQ Level 4 and, in some cases, apprentices gain a knowledge-based qualification such as a Foundation degree
- May take up to three years to complete
- Train learners to team leader and manager level
- Higher Apprenticeship frameworks (June 2011)
  - Accounting
  - Business & Administration
  - Contact Centre Operations
  - Providing Financial Advice
  - Food and Drink
  - Management
  - IT, Software, Web & Telecoms Professionals
  - Engineering Technology



# Example – Business and Administration

## Level 2

- Administrators, office juniors, receptionists/medical receptionists, junior legal secretaries or junior medical secretaries.
  - Competence - Level 2 NVQ Certificate in Business & Administration
  - Knowledge - Level 2 Certificate in Principles of Business & Administration
  - Transferable Skills - Level 1 Functional Skill/Key Skills in Maths, English and ICT
  - Employee rights and responsibilities (ERR)

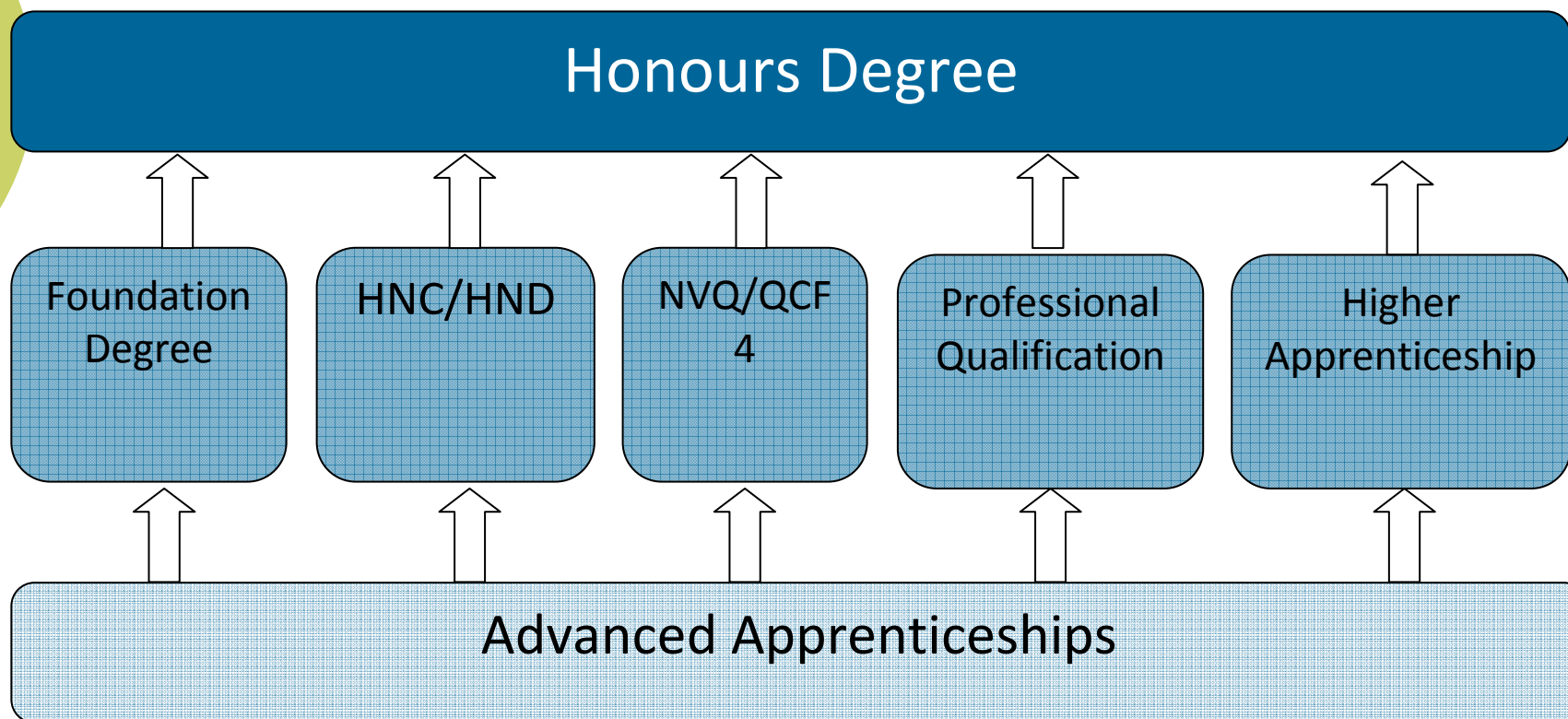
## Level 3

- Administration executives/officers, administration team leaders, personal assistants and secretaries, including legal or medical secretaries.
  - Competence - Level 3 NVQ Diploma in Business & Administration
  - Knowledge - Level 3 Certificate in Principles of Business & Administration
  - Transferable Skills - Level 2 Functional Skill/Key Skills in Maths, English and ICT
  - Employee rights and responsibilities (ERR)

## Level 4

- Office manager, administration team leader, personal assistant or business development executive
  - Competence - Level 4 NVQ Diploma in Business and Administration
  - Knowledge - Level 4 HNC Diploma in Business or Level 4 Diploma in Business and Administrative Management
  - Transferable Skills - Level 2 Functional Skill/Key Skills in Maths, English and ICT
  - Employee rights and responsibilities (ERR)

# Higher level skills options





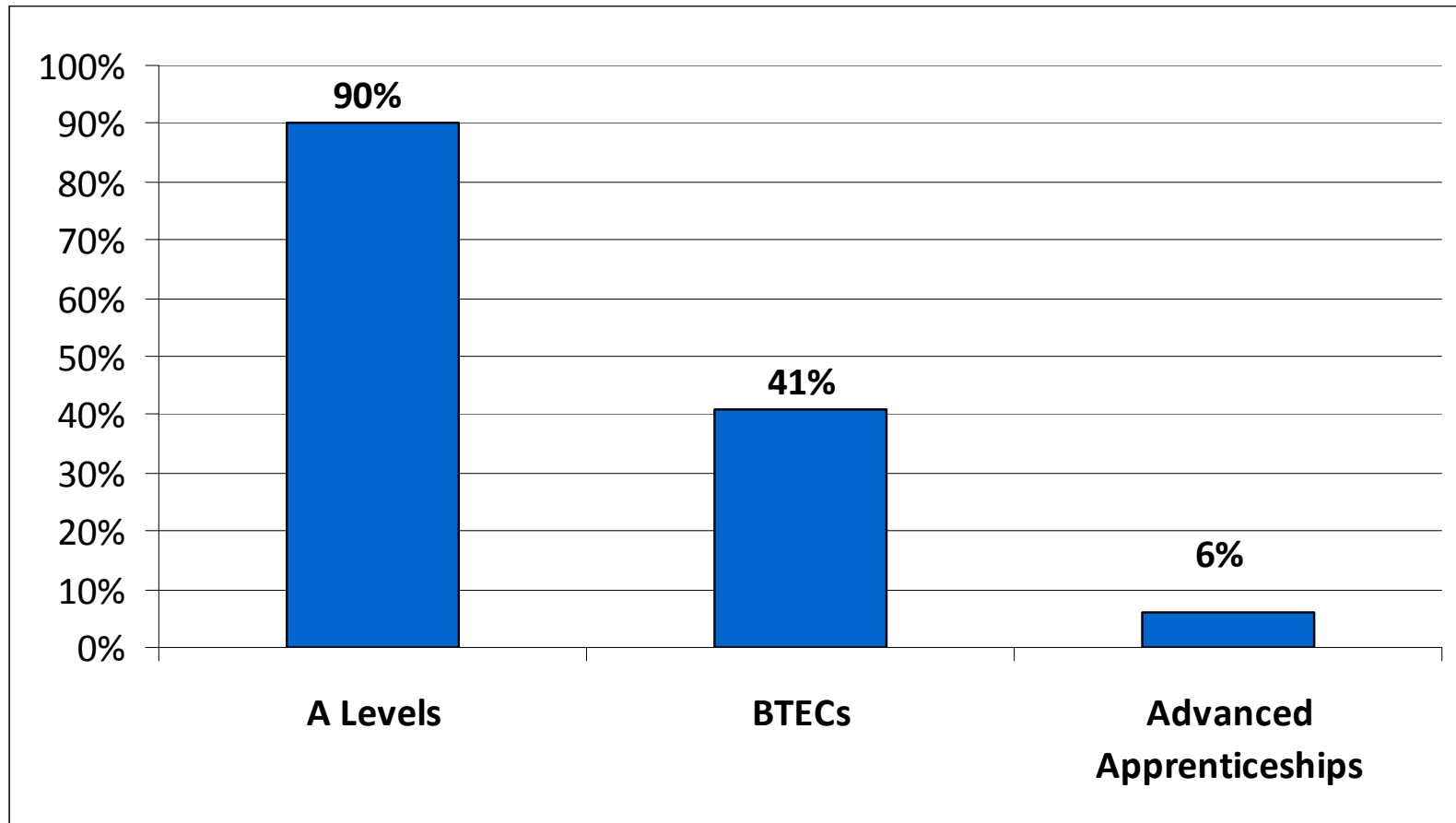
## Higher Level Apprenticeships - Policy

- £75 million programme of targeted support to help smaller employers access Advanced Level and Higher Apprenticeships. This scheme will help employers to create around 10,000 additional higher apprenticeships over the next 4 years.
- Development of a new degree-level Higher Level Apprenticeship which will include incorporating engineering status and professional recognition for successful apprentices when they graduate.
- Expand 'flexible' advanced and higher apprenticeships which suit the freelance business models often seen in the Digital & Creative Industries, and will provide new grant funding for SMEs delivering advanced and higher apprenticeships.

**A Plan for Growth, BIS 2011**



# Comparative progression rates for level 3 qualifications



**50% of apprentices who complete an Advanced Apprenticeship show an interest in pursuing a degree-level equivalent course**

# Advanced Apprenticeship Progression to HE by sector

- Significant variation in progression rates between the sectors.
- Higher progression rates due to:
  - structured Level 3 to Level 4
  - Business need for higher level skills.
  - Regulatory or professional requirements.

Sector	Prog Rate
Engineering manufacture	5%
Motor industry	1%
Business administration	7%
Customer service	4%
Hairdressing	1%
Early years care and education	5%
Electrotechnical	1%
Travel services	4%
Hospitality	2%
Construction	1%
Health and social care	14%
Accountancy	67%
Others	4%
<b>Total</b>	<b>6%</b>

# Higher apprenticeship schemes



**AIRBUS**



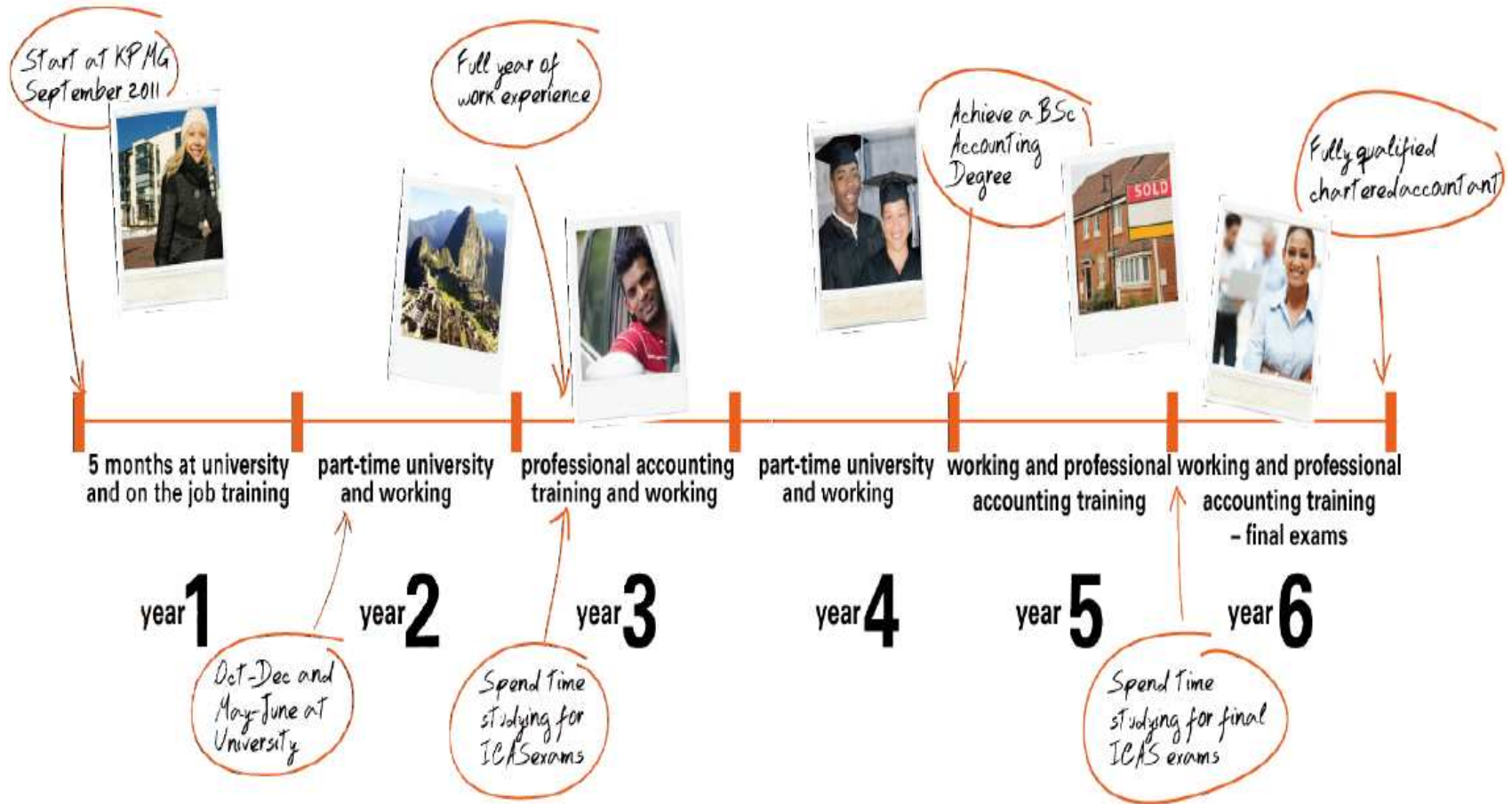
**Rolls-Royce**



MINISTRY OF DEFENCE



# KPMG Model



# MoD Apprenticeship Scheme



MINISTRY OF DEFENCE

- Running since 2004
- 2011 recruitment target 48 apprentices - 35 at Abbey Wood, Bristol and 13 at Devonport, Plymouth
- Mechatronics National Diploma and either an Electronic, Mechatronic or Mechanical Engineering HNC
- Salaries for DE&S technician apprentices start at approx £13,375 per annum increasing to approx £23,000 per annum
- Year 1 full time at College.
  - Engineering Operations (PEO) NVQ level 2.
  - National Diploma in Engineering, Mechatronic
- Year 2 and 3 work-based placements
  - NVQ Level 3 in Technical Support
  - HNC
  - Key Skills Level 3
  - Community project

# An apprentices experience

- Lee Kyte
- First Year Apprentice
- Completing a 3 year apprenticeship with Defence Equipment & Support MoD
- Engineering Specialism in Mechatronics



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# Discussion

- How can you deliver high-quality, impartial careers guidance on apprenticeships and routes beyond apprenticeships?
- How can we build early aspirations to support progression?
- How can progression into HE could be improved for apprentices?
- What are the opportunities to champion Higher Apprenticeships?
- How do we improve the image and understanding of Apprenticeships amongst young people and influencers?