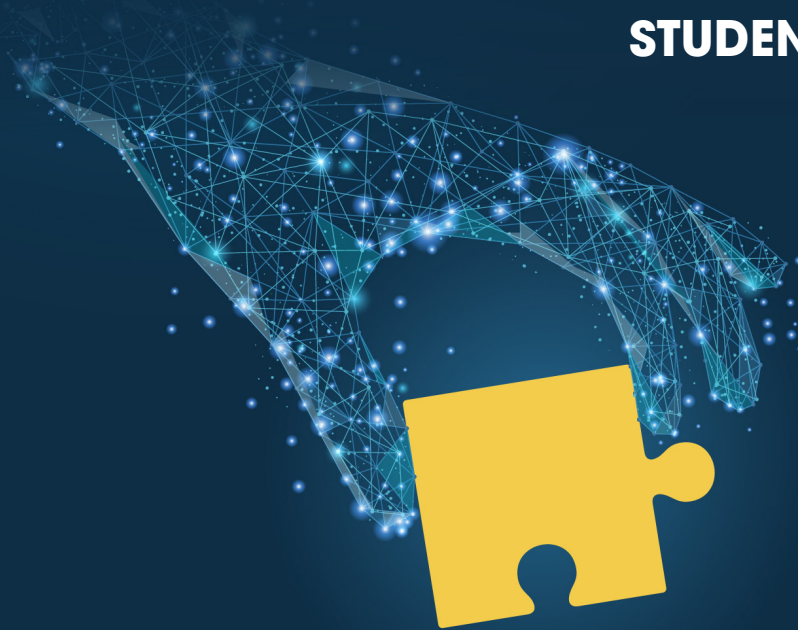


APPRENTICESHIPS

STUDENT GUIDE

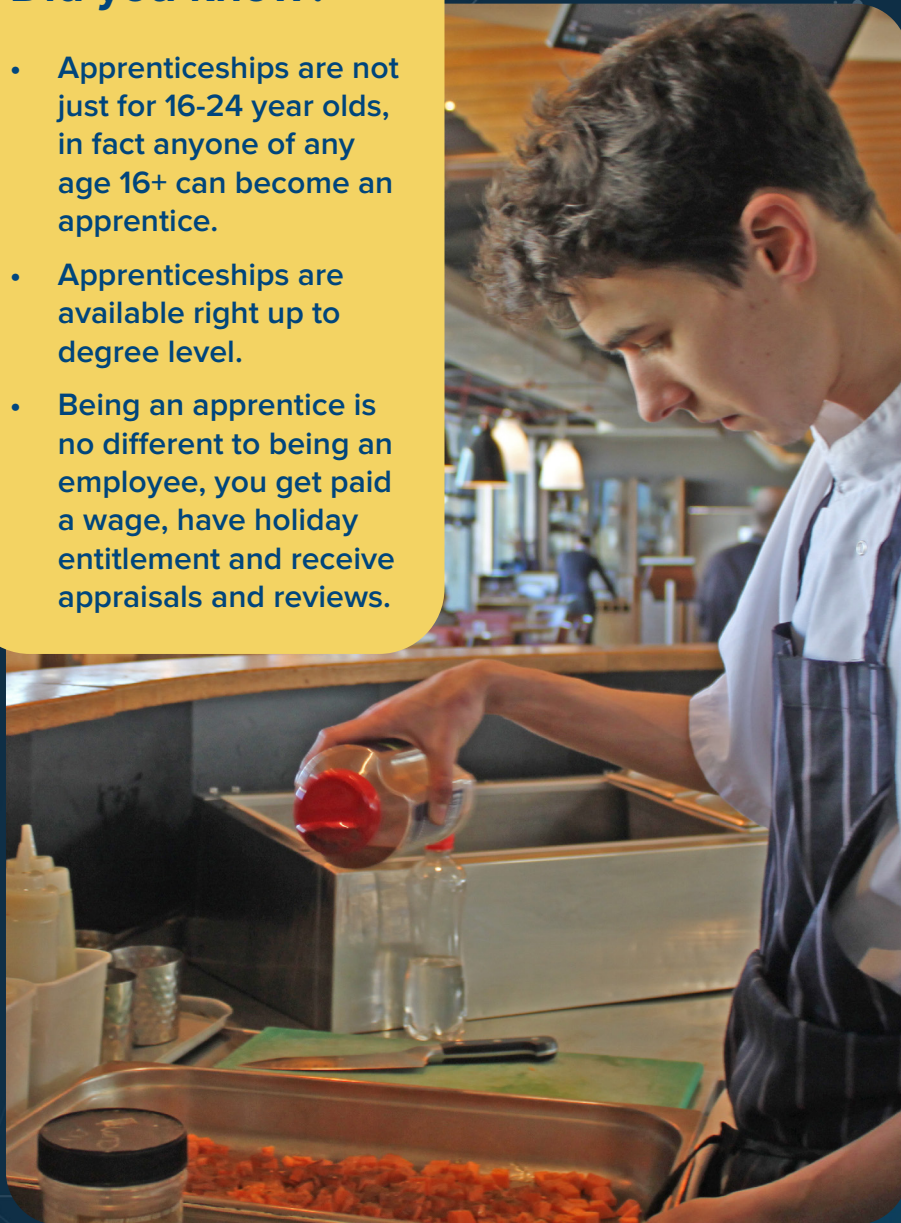


**»»» FIND THE
RIGHT FIT**



Myth busting Did you know?

- Apprenticeships are not just for 16-24 year olds, in fact anyone of any age 16+ can become an apprentice.
- Apprenticeships are available right up to degree level.
- Being an apprentice is no different to being an employee, you get paid a wage, have holiday entitlement and receive appraisals and reviews.



What is an Apprenticeship?



Apprenticeships give you the opportunity to earn while you learn and are a great alternative to traditional learning. You work alongside experienced staff and form industry specific skills whilst working towards a nationally recognised qualification.

How does it work?



You will learn knowledge, skills and behaviours in a workplace and will attend college either one day per week or on block release to get support and gain the knowledge required for your qualification, all the while earning money.

If you have not already achieved a GCSE grade 4/C and above (or equivalent) in Maths and English, you may be required to undertake Functional Skills alongside your apprenticeship.

At the end of the apprenticeship you will complete an End Point Assessment (EPA) to prove you are ready to work in your chosen field.

Pay rates and working hours

Apprentices under age 19 and any apprentice, regardless of age in the first year of their apprenticeship are paid a minimum wage, although many employers pay more than this. You will also receive the same benefits as other employees, such as paid holidays and receive travel expenses. The minimum wage changes year on year and is generally reviewed April of each year.

Please visit: www.apprenticeships.gov.uk

What are the different levels of apprenticeships?

| Apprenticeship | Level | Qualification | Equivalent Qualification | Progression Opportunities |
|-------------------|---------------|---|------------------------------------|--|
| Intermediate | 2 | Diploma/NVQ Level 2 Maths and English (if applicable) Other accredited qualifications | 5 GCSE passes at grades 9-4 / A*-C | Advanced apprenticeship Further employment |
| Advanced | 3 | Diploma/NVQ Level 3 Maths and English (if applicable) Other accredited qualifications | 2 'A' levels | Higher apprenticeship Diploma Degree level study Further employment |
| Higher and Degree | 4, 5, 6 and 7 | Foundation Degree and above | Foundation Degree and above | Further Degree study Further employment |

Help and support

Your employer along with the college will make sure you have a mentor. Their job is to ensure that your training fits your personal requirements, offers the skills needed for the job and satisfies national standards. They will also be there to help you through any difficult times.

You will also receive support from your college assessor who will work with you throughout the period of your apprenticeship to ensure that you meet the requirements of the course.



Age Limit

There is no upper age limit – you are never too old to become an apprentice. If you live in England and are 16 years old or over, you will be able to apply for an apprenticeship.

The Apprenticeship will be funded in one of two ways either directly via the employer and their apprenticeship levy fund or if they are a smaller company then they are required to cover 5% of the funding and the rest is covered by the government. If you are aged between 16-18 regardless of the size of the company there is no cost involved in becoming an apprentice.





**ELLIE
SELWAY**

LEVEL 3 ELECTRICAL APPRENTICESHIP

An apprenticeship offers a lot of opportunities for progression and as long as you have the right attitude and make the most of what is being offered, it can take you far.

“In my first year I did Access to Building Services to get a taster of a few different construction courses as I had no previous experience but knew I’d like to do something in construction. In my second year I did Electrical Installation and in my third year I started working for Bridges doing the Level 3 Electrical Apprenticeship. I have just begun my second year in the apprenticeship, making it my fourth year at Bath College.

My lecturer has excellent knowledge of the course and I come away from every lesson with a stronger understanding of what we’re learning. It’s nice to come into college and be able to socialise with other apprentices your own age and in the same position as you.”

1

Looking for an employer?

If you know what apprenticeship you would like to do but don't have a specific company in mind or secured, register your interest via the Bath College website and open an account. This will enable you to receive notifications and updates with new vacancies and apply via your personal profile. Bath College will be notified if an employer would like to bring you forward to interview and of the results.

In order to ensure that you meet the requirements of your desired apprenticeship, Bath College will complete the following:

- An initial Assessment of your English, maths and ICT skills
- A skills scan to check for any prior learning or experience that may be relevant to the programme you want to do
- Industry based assessment
- Formal interview with the industry specific assessor

If unsuccessful, we encourage our employers to provide constructive feedback to help support you at future interviews.

If not shortlisted for interview:

If you are not shortlisted for interview, our recruitment team will advise as to why your application has not been successful. We will recommend other vacancies or refer you to our alternative options.

2

Already have an employer?

If you already have a workplace that you have liaised with to start an apprenticeship, then apply via the Bath College website. You will be asked to provide contact details for yourself and your employer. The Apprenticeships team will then contact you and the employer to discuss the apprenticeship programme and to check the position is going to be suitable..

You will then attend an Initial Assessment at the College. During the session you will complete assessments in English, Maths and ICT, you will also complete an industry assessment and interview. Our apprenticeship team will also be on hand to answer any specific questions.

Bath College would then arrange for you to be enrolled onto the Apprenticeship. You will be allocated an area specialist, who will work with you through the duration.





We have apprenticeships available in...

Automotive Engineering

- Motor Vehicle Service and Maintenance Technician (Light Vehicle) Level 3



Business & Professional

- Business Administrator Level 3
- Team Leader / Supervisor Level 3
- CIPD/HR Level 3 - new for 2022



Construction Professional

- Architectural (Bench) Joiner Level 2
- Advanced Architectural (Bench) Joiner Level 3
- Building Services Design Technician Level 3
- Building Services Engineering Technician Level 4



Construction Trades



- Site Carpentry Level 2
- Advanced Site Carpentry Level 3
- Bricklayer Level 2
- Installation Electrician / Maintenance Electrician Level 3
- Painter and Decorator Level 2
- Plumbing and Domestic Heating Technician Level 3
- Property Maintenance Operative Level 2 – **new in April 2022**
- Refrigeration Air Conditioning, Heat Pump Engineering Technician Level 3
- Stonemasonry Level 2

Engineering & Manufacturing

- Engineering Technician Level 3
- Engineering Manufacturing Technician Level 4
- General Welding (Arc) Level 2
- Plate Welder Level 3



Education & Early Years



- Early Years Practitioner Level 2
- Early Years Educator Level 3
- Teaching Assistant Level 3
- Learning and Skills Teacher Level 5

Environmental & Animal Care

- Horticulture and Landscape Operative Level 2 - **new for 2022**
- Landscape / Horticulture Supervisor Level 3 - **new for 2022**
- Veterinary Nurse Level 3



Hair, Beauty & Holistic Therapies

- Hair Professional Standard Level 2
- Advanced and Creative Hair Professional Level 3



Hospitality & Catering

- Commis Chef Level 2
- Hospitality Supervisor Level 3
- Hospitality Team Member Level 2
- Production Chef Level 2
- Senior Production Chef Level 3



Health & Social Care

- Adult Care Worker Level 2
- Lead Adult Care Worker Level 3
- Children, Young People & Families Practitioner Level 4



IT & Digital

- Cyber Security Technician Level 3
- Infrastructure Technician Level 3
- Network Engineer Level 4
- Software Development Technician Level 3
- Software Developer Level 4



Sales, Marketing & Procurement

- Customer Service Practitioner Level 2
- Customer Service Specialist Level 3
- Digital Marketer Level 3
- Event Assistant Level 3
- IT Technical Salesperson Level 3



Sports & Life Science

- Community Activator Coach Level 2
- Community Sport and Health Officer Level 3
- Healthcare Support Worker Level 2
- Senior Healthcare Support Worker Level 3
- Healthcare Assistant Practitioner Level 5



Legal, Finance & Accounting

- Accounts / Finance Assistant Level 2
- Assistant Accountant Level 3
- Assistant Accountant Level 4





**SIDNEY
COPUS**

LEVEL 2 REFRIGERATION & AIR CONDITIONING APPRENTICESHIP

Always be on the lookout for different opportunities to learn, and to make sure you're actively trying to improve your skills. You will improve slowly over time.

“Bath is one of the few colleges in the country to provide a refrigeration course, and it has a good reputation in the industry. I’ve really enjoyed learning to join pipework with flame brazing. There’s quite an art to it, but once you’ve got the hang of it and can consistently make strong, good looking joints it’s so satisfying to do. I always thought of myself as more academic than hands-on, so to be able to develop those practical skills and go on to compete and win in a skills competition was a great feeling and gave me a lot more confidence.

I’m now an improver service engineer for Space Engineering Services, working in supermarket refrigeration. One day I could be changing a failed electronic component, repairing a refrigerant leak or just collecting parts for a more experienced engineer. Every day is different.”



For any enquiries please contact us:

 01225 328 752

 apprenticeships@bathcollege.ac.uk

 www.bathcollege.ac.uk/apprenticeships

   @bathcollege

