



Central
Bedfordshire
Together

Learn and Earn

in the Health and Social Care Sector

Apprenticeships in Central Bedfordshire

A guide for Apprentices



Are you interested in a career in the Health and Social Care sector?

An Apprenticeship Programme can give you the opportunity to earn a training allowance or a salary whilst gaining valuable skills that could lead to a career in Health and Social Care. Apprentices will be part of the future workforce of the Health and Social Care providers in Central Bedfordshire.

// achieve a qualification //

What is an apprenticeship?

An apprenticeship provides on the job training and qualifications for any individual over the age of 16 and enables you to gain skills and qualifications as well as earn money at the same time. Employed in your role you have the opportunity to gain the experience necessary for a career in the Health and Social Care Sector.

Apprenticeships are a framework of qualifications suited to particular role. For more information on frameworks visit www.skillsforcare.org.uk.

Delivered in partnership with a training provider these nationally recognised programmes are a combination of learning and assessment of competencies required for the job whilst in the workplace.



Who are they for?

You can undertake an apprenticeship as either an existing or a new employee. You can range in age from 16 – 65.

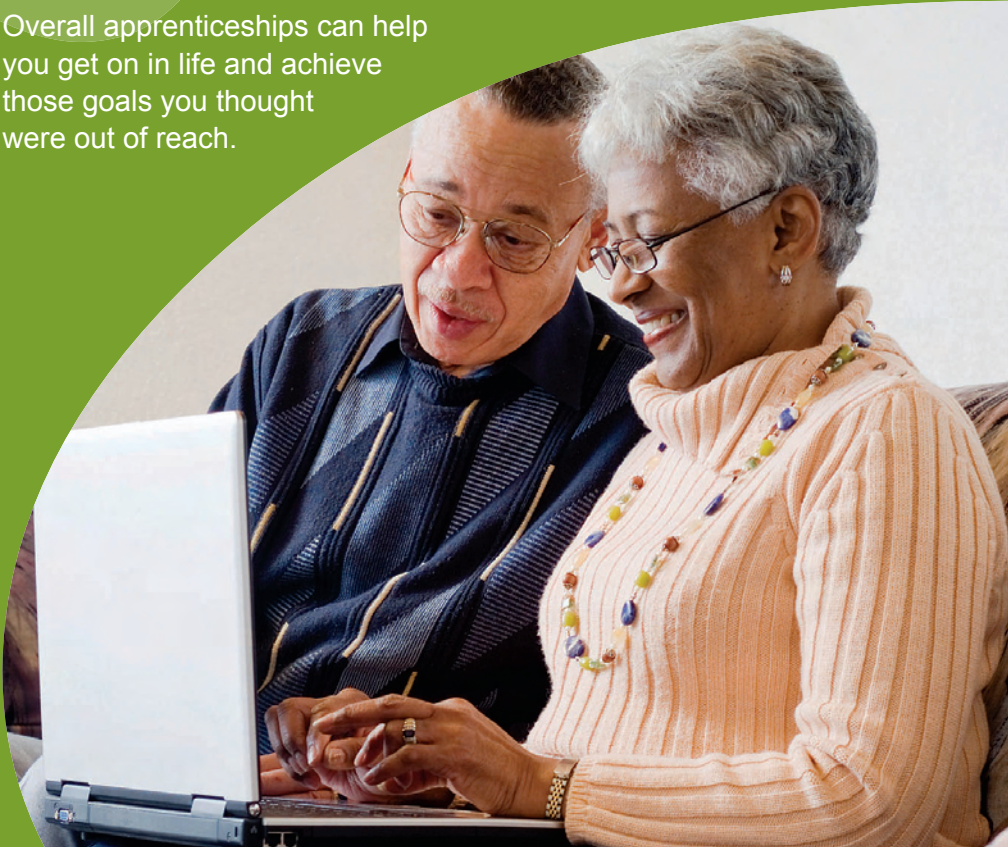
Why choose an Apprenticeship?

Apprenticeships offer you a number of benefits.

They are a proven way to:

- Gain meaningful employment
- Skills gained can lead to further training and promotion opportunities
- Knowledge can help you in your personal life by raising your confidence and self esteem.

Overall apprenticeships can help you get on in life and achieve those goals you thought were out of reach.



There are three ways in which you can undertake an apprenticeship:-

1.

Existing staff members who are employed within the organisation and are eligible for an apprenticeship. Speak to your manager

2.

Jobs that are advertised as an apprenticeship

3.

Apprenticeship training placements funded on a training allowance

Who delivers the Apprenticeship Programme?

Colleges and training providers are funded via the Government to deliver apprenticeship programmes.

They will work closely with you as follows:

- Agree a training plan with you and the employer
- Carry out regular reviews of your progress
- Manage your training to ensure that national quality standards are met
- Advise on progression routes for when you have completed your programme

// agree a training plan //



Will I gain a recognised qualification?

Apprenticeships will provide you with the opportunity to achieve a National Vocational Qualification, a technical certificate (which will provide the knowledge part of the apprenticeship) and key skills/functional skills in numeracy and literacy.

How long does it take

As an average an apprenticeship takes between 12 – 24 months.

// gain
valuable
skills //



How much does it cost?

The cost of the training is covered by the Government funding and the employer. Training costs for 16 – 18 year olds will be fully funded by the Government. If you are over 19 years of age, the employer may be required to make a contribution to the training costs.

There should be no training costs sought from the apprentice.

Will I be employed?

You will receive either a contract of employment and a salary or an apprenticeship contract and a training allowance.

- A young person aged 16-18 years old on an apprenticeship will receive the Apprenticeship Training Allowance
- An apprentice recruited into a specific role should receive a salary
- An existing member of staff undertaking an apprenticeship remains on existing terms and conditions.

there is plenty of support available

How do I find an apprenticeship opportunity?

There is plenty of support available to help you through the apprenticeship process. However it is important to remember that you cannot sign up for an apprenticeship programme if you are not in employment. You must either be in employment and agree with your manager that this is the right course for you before you sign up or you must look for an apprenticeship vacancy.

Visit the National Apprenticeship Service website at www.apprenticeships.org.uk who have details of all apprenticeship vacancies or contact the Cross Sector Apprenticeship Coordinator at Central Bedfordshire Council denise.meacham@centralbedfordshire.gov.uk.



**If you are interested
in an apprenticeship in
Health and Social Care
and want to know how
we can support you
please contact:**

Denise Meacham

Cross Sector Apprenticeship Coordinator

Mobile: **07792 258463**

Email: **denise.meacham@centralbedfordshire.gov.uk**

If you want to know more about Central Bedfordshire Together

Please visit **www.centraltogether.org.uk**

Central Bedfordshire Together provides the vision and strategic direction to improve the quality of life for all in Central Bedfordshire, by encouraging local partnership working across the public, private, community and voluntary sectors.

