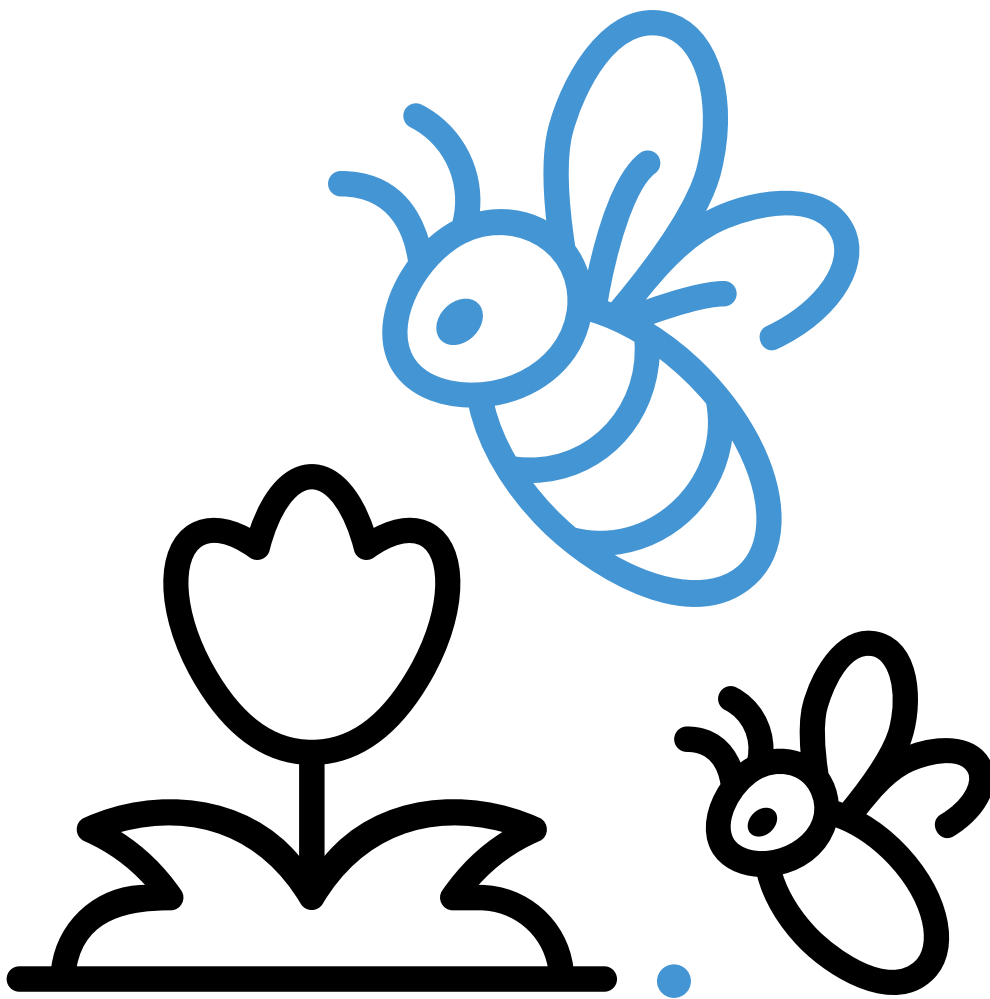


Parents and Carers' Pack

Helping your child to search and apply for apprenticeships



Edition 45: May 2023



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visit the
website



Welcome

Carolyn Savage,
Head of Youth Engagement and Apprenticeship Participation

Dear Parents and Carers,

Welcome to the May edition of the Parents and Carers' Pack. This month, we look at life as a Food Technical apprentice at Samworth Brothers. It is International Nurses' Day in May, so we also find out about life as a Nursing Associate apprentice, as part of an article on the different apprenticeships available in nursing.

We also take a look at how you can support your child to prepare to meet apprenticeship employers at careers fairs and events and highlight where you can hear from T Level students about their experiences. Also featured are apprenticeships with the Chartered Trading Standards Institute and the Royal Opera House.

I hope you enjoy all the bank holidays in May!

Carolyn Savage
Head of Youth Engagement and Apprenticeship Participation
Education and Skills Funding Agency, part of the Department for Education



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Visit [apprenticeships.gov.uk](https://www.apprenticeships.gov.uk) to find out more.

Apprentice insight: Life as a Food Technical Degree Apprentice

Meet Charlie, who completed a Food Industry Technical Professional Apprenticeship



I started my 3-year degree apprenticeship at Samworth Brothers straight after completing my A-Levels. I was quite academic at school and was proud to achieve A grades in Biology and Geography and a B in Maths. I really enjoyed biology at school; my teachers made the subject interesting, and it was something I wanted to pursue as a career. Food was a hobby of mine, so a Food Technical degree apprenticeship was the perfect match for my interests and hobby.

“Being in Food Technical is a great way to continue my interest in Biology in a science-based career!”

What do you do?

During my apprenticeship, I completed three placements within three different sites. I was exposed to many different areas of the technical food industry and was involved in multiple projects and tasks during each placement. My role now as a graduate is a Process Development Technologist. I am responsible for planning and running factory trials for our flagship customer, to develop our products from concept (kitchen) to launch (in stores). I also do many day-to-day tasks such as taking microbiological / nutritional samples, carrying out travel testing, developing finished product quality standards, building factory specifications and much more!

Why did you choose an apprenticeship?

I decided to become an apprentice because it seemed like a great debt-free alternative to university that would give me a brilliant head start into my career with hands-on learning and a salary. My mum always taught me not to be a sheep and do what everyone else was doing. This mindset, and the constant support from my family, gave me the confidence to break the mould and apply to an apprenticeship instead of a university.

How did you find out about apprenticeships?

A member of the Apprenticeship Ambassador Network (AAN) did a presentation at my sixth form, which opened my eyes to the opportunities away from the conventional university route and the benefits of an apprenticeship. They informed me of the [Find an apprenticeship](#) website and following the session, I signed up for alerts for Level 6 (degree) apprenticeships based on my interests. I did lots of research into apprenticeship opportunities. When the vacancy at Samworth Brothers came up, it fitted my interests and skillset and I thought it was the right business/ apprenticeship for me. I feel that the food industry is a great industry for job security, career progression and variety.

What was the recruitment process like?

I completed an online application and submitted it through the company website from a link on the Find an apprenticeship website. I then had a telephone interview. A few months later, I attended an assessment day. This included a factory tour, a group practical activity, a presentation and a formal interview. I had supportive family and friends who helped me prepare for the interview by practising interview techniques and most importantly, I researched the company to understand its values, structure and business.

How was your apprenticeship delivered?

My training provider was Sheffield Hallam University (SHU). They are a top university in the UK for Food Technical, so I was very lucky to have the opportunity to study there. I balanced work and study by managing my time well and made the most of my ‘off the job’ learning time. I did, however, need to sacrifice some of my personal time (especially towards the end of my dissertation). Approximately six times a year, I visited SHU for 2-4 days in block sessions to go over module content, do any practical tasks and gather all necessary information to complete the coursework. I had support from a work-based learning coach, who came to my workplace four times a year to keep track of my progress and offer guidance. This support allowed me to discuss any concerns and ensure my progress was positive.

What would your advice to others be?

Apprenticeships truly are a fantastic route. Doing an apprenticeship changed my life and has given me so many opportunities I wouldn’t have had otherwise. Yes, there are some things I did miss by not doing the traditional university route (i.e., crazy parties) but doing an apprenticeship by no means causes your life to be over or your youth to disappear. Apprentices can still enjoy themselves (usually having more money available to do so).

Apprentice insight: Life as a Food Technical Degree Apprentice



Meet Charlie, who completed a Food Industry Technical Professional Apprenticeship

Goals for the future

My ultimate goal is to keep thriving in my food technical career and perhaps one day be a Site Technical Manager or a Head of Technical in a food business. I am naturally ambitious and hope with more work experience and development I will grow and get there.

What are you most proud of?

My proudest achievement is taking the route I did. I knew university wasn't for me, and I made the decision to take a chance on an apprenticeship. It has been an incredibly influential choice on my life, which has led to me being able to buy my first house at 21 years old and have a salary higher than I ever imagined I could at my age. I now earn more than my university counterparts due to the work experience I have alongside my degree.

Apprenticeship Ambassador Network (AAN)

I wanted to become an apprentice ambassador to be with a network of like-minded people who are as passionate about apprenticeships as me. I was already a big ambassador for apprenticeships within Samworth Brothers, so joining the AAN allowed me to spread the word with greater reach. I have benefitted personally by building friendships with other ambassadors and professionally I have broadened my network. On top of this, being an ambassador and attending events has helped me to develop confidence and presentation and communication skills, which are invaluable in the world of work. It brings me so much pride to upskill people on apprenticeships and open their eyes to the possibilities they bring. I am now a Co-Chair of the East Midlands AAN and use my story to inspire students, parents, teachers etc, on apprenticeship routes.



“Following my degree apprenticeship, I started my graduate role in Sept 2022, and I have just received a Bachelor of Science Degree from a top university with First Class Honours in Professional Practice in Food Technology.”



To search for apprenticeship opportunities, visit:
<https://www.gov.uk/apply-apprenticeship>



Scan to visit the website









Apprenticeships uncovered

Apprenticeships from the Agriculture, environmental and animal care route

Apprenticeships are continually created and released through The Institute for Apprenticeships and Technical Education. The list below focuses on the Agriculture, environmental and animal care route, and includes some apprenticeships you may not have considered before. You can find out more on The Institute website: www.instituteforapprenticeships.org/apprenticeship-standards

Scan to
visit the
website



Advanced sports turf technician		Ensure that public and private sports turf surfaces meet the requirements of the sport.	Level 3
Animal care and welfare assistant		Look after the routine day to day husbandry and care of domestic and/or wild animals under guidance in a variety of different settings. The work is carried out individually or as part of a team in places such as kennels and catteries, laboratories, animal welfare centres, farm parks, rehabilitation centres, retail outlets and in the transportation of animals.	Level 2
Dog groomer		Complete an end to end maintenance groom on a range of dog breeds and coat types. Grooms include assessing the health, bathing, drying, brushing and trimming a diverse range of dogs.	Level 2
Ecologist		Study the relationships between living things and their environment to help to resolve potentially conflicting demands between economic development and the environment.	Level 7
General farm worker		Support the operation of farm enterprises through maintaining a culture of health and safety, biosecurity, engaging with third parties, maintaining crop, animal handling and health, maintenance and cleanliness of machinery.	Level 2
Professional arboriculturist		Manage peri-urban and urban trees, including writing and implementing plans to enhance the environment to benefit people, air quality, biodiversity, amenity and the built environment, as well as managing risk to people, buildings and properties from trees.	Level 6
Senior equine groom		Provide for and coordinate the day to day care of the horses in the workplace, organise and monitor the quality of work and ordering and maintaining supplies for the yard and handle and provide exercise for a variety of horses in different working environments.	Level 3
Veterinary nurse		Provide expert nursing care for sick animals as part of a veterinary team and undertake a range of diagnostic tests, medical treatments and minor surgical procedures, under veterinary direction.	Level 3

Apprenticeships in Nursing

Explore the different apprenticeships available in nursing



**OUR NURSES.
OUR FUTURE.**

International Council of Nurses


**International Nurses Day
12 May 2023**



International Nurses' Day was celebrated on the 12th of May 2023, the anniversary of the birth of Florence Nightingale. This year, the theme was 'Our Nurses. Our Future.', with the International Council of Nurses celebrating nurses and promoting the profession, as well as setting out what they want for nursing in the future, to ensure that nurses are protected, respected and valued.








The Royal College of Nursing says: Whatever the setting, wherever the location, whomever the patient, the one thing all nursing staff have in common is their unwavering commitment to make a difference to people's lives. Not just to their patients, but to their patients' families and loved ones too.

If your child is interested in a career in nursing, there are a range of apprenticeships they could undertake, at a variety of levels:

Apprenticeship Standard	Level	Description and useful links	Find out more
 Healthcare support worker	2	Healthcare support workers (HCSWs) work as part of a team providing high quality and compassionate care to individuals. They carry out well-defined routine clinical duties like monitoring an individual's conditions (by checking things like blood pressure, temperature or weight), checking on their overall progress, comfort and wellbeing, as well as other tasks depending on the setting they work in, such as helping individuals eat, drink, wash, dress or go to the toilet. They will also carry out non-clinical tasks, such as keeping records, making beds and looking after equipment.	https://tinyurl.com/nhay434d  Scan to visit the website
 Senior healthcare support worker	3	Senior Healthcare Support Workers help registered practitioners deliver healthcare services to people. They carry out a range of clinical and non-clinical healthcare or therapeutic tasks, under the direct or indirect supervision of the registered healthcare practitioner. They provide high quality, compassionate healthcare, following standards, policies or protocols and always acting within the limits of their competence.	https://tinyurl.com/4nfacvs7  Scan to visit the website

Apprenticeships in Nursing

Explore the different apprenticeships available in nursing

Apprenticeship Standard	Level	Description and useful links	Find out more
Assistant practitioner (health) 	5	Assistant Practitioners work as part of the wider health and social care team and have direct contact with patients, service users or clients, providing high quality and compassionate care. They work alongside registered healthcare professionals, assisting in patient assessment and the coordination of care, as well as undertaking clinical, diagnostic and therapeutic activities.	https://tinyurl.com/4943xmz5  Scan to visit the website
Nursing associate 	5	Nursing associates bridge the gap between health care assistants and registered nurses. Nursing associate is a stand-alone role that will also provide a progression route into graduate level nursing. The broad purpose of the occupation is to provide care for people of all ages and from different backgrounds, cultures and beliefs. Nursing associates may provide care for people who have mental, physical, cognitive and behavioural care needs. They may provide care for people in their own home, in the community or hospital or in any health care settings where their needs are supported and managed. The role enables registered nurses to focus on more complex clinical duties.	https://tinyurl.com/mr37779t  Scan to visit the website https://tinyurl.com/267neda8  Scan to visit the website
Registered Nurse 	6	This occupation is found in every sector. Registered nurses work in the public, independent and voluntary sector. They play a vital role in providing, leading, coordinating and evaluating care that is compassionate, evidence-based, and person-centred. They provide nursing care for people across the whole lifespan who could have complex and concurrent mental, physical, cognitive and behavioural care needs and for people at the end of their life.	https://tinyurl.com/2s8wkcum  Scan to visit the website



Apprenticeships in Nursing

Explore the different apprenticeships available in nursing

Your child could start their career in nursing as a healthcare support worker, and then progress and undertake another apprenticeship to further their career.

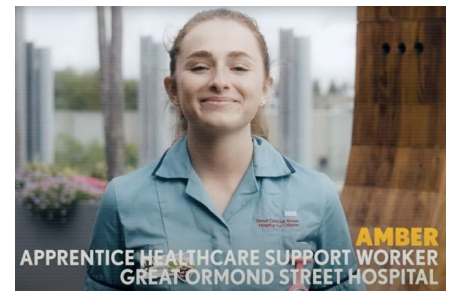
This film, produced by the Department of Education, features Amber, who started her career as an apprentice Healthcare support worker and has now secured a degree apprenticeship to become a registered nurse.

Watch it here:

<https://youtu.be/aDMZHbUCbtA>



Scan to visit the website



Further apprenticeship opportunities to progress within a nursing career include:

- Enhanced clinical practitioner – level 6
- Advanced clinical practitioner – level 7
- District nurse – level 7
- Specialist community public health nurse – level 7



Find out about nursing careers in the NHS here:

<https://www.healthcareers.nhs.uk/we-are-the-nhs/nursing-careers>



Scan to visit the website

Find out more about apprenticeships with the NHS here:

<https://www.healthcareers.nhs.uk/career-planning/study-and-training/nhs-apprenticeships>

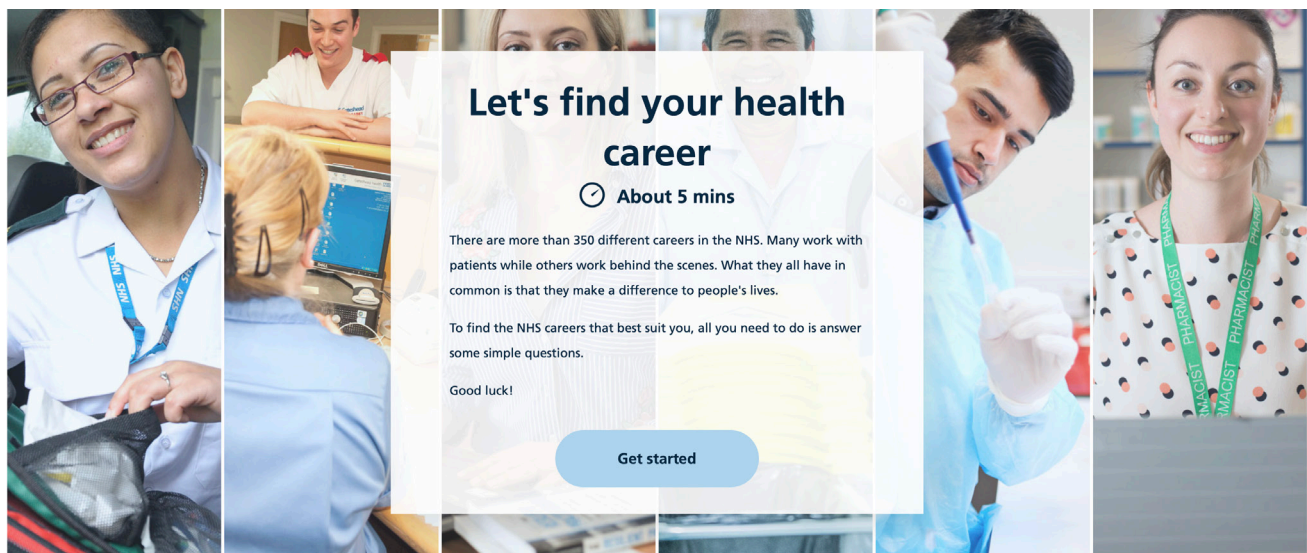


Scan to visit the website

Take the NHS careers quiz to find out which of the 350 different careers in the NHS may suit your child, or you: <https://www.healthcareers.nhs.uk/FindYourCareer>



Scan to visit the website



Let's find your health career

🕒 About 5 mins

There are more than 350 different careers in the NHS. Many work with patients while others work behind the scenes. What they all have in common is that they make a difference to people's lives.

To find the NHS careers that best suit you, all you need to do is answer some simple questions.

Good luck!

Get started

Apprenticeships in Nursing

Meet Raz, a Nursing Associate who completed a Health and Social Care (Nursing Associate) apprenticeship.



Why did you become a Nursing Associate and what does your role involve?

I have been working in the healthcare system for as long as I can remember. I worked as a physiotherapist in the past, and I wanted to do more. I was interested

in giving injections, taking blood, bandaging wounds, and having a better knowledge of medicine. I wanted to spend more time with my patients – more than ten sessions, as recommended by my old programme. Working in healthcare has always been a career I found attractive. Becoming a nursing associate has given me the satisfaction of a more hands-on approach – for example, by working with a multidisciplinary team on creating care plans for patients. I work in adult mental health now, in a low-secure unit. I am responsible for my ward, for managing a team of healthcare workers, and – of course – for my patients. It can be intense sometimes, so being calm, flexible, and patient can take you a long way. The complexity of some cases is professionally rewarding, and this really motivates me. Being allowed to adopt a holistic approach to the care of my patients, ensuring their mental and physical well-being, makes me grow as a professional.

What is a typical working day like?

The day always starts with receiving a handover from the night staff. It is of the greatest importance to ensure patients are safe and healthy, so I listen to how the night went, and then go and check on my patients. If I have been off for more than one day, I read older handovers before starting the day. Once all tasks are distributed among the team, I move on to preparing medications.

Throughout the day, I work on various reports and care plans, speak to my patients and their families, attend meetings, and manage a team of support workers. I also ensure that my patient's mental and physical needs are met and monitored accordingly. I work with nursing staff and other healthcare professionals, such as doctors and external practitioners, who are key to maintaining continuous care for the patients.

Our patients have various needs and vulnerabilities, and my role is to always be there for them and provide help and comfort. Unexpected events, such as falls or trips, sometimes happen, so it is important to be all eyes and ears to oversee any potential risks.

How did you find your apprenticeship?

My apprenticeship was offered by my workplace, St Magnus Mental Health Hospital, and I applied for it once I felt experienced enough to take on the challenge. I received a lot of support from St Magnus's on-site education staff, my manager, and the Solent University's lecturers.

How was your apprenticeship delivered?

My apprenticeship at the Solent University in Southampton took place during a quite challenging period. The COVID-19 isolation began a week after I started university. All learning was conducted online, which was good to some extent, as I did not have to commute to my classes. Nevertheless, I did miss the environment, and when we finally met offline, I could barely recognise my classmates.

Placements during my first year were difficult to start, as no one was certain of the rules and requirements around the pandemic. Luckily, our tutors were flexible enough and worked together to help students with their placements, despite the challenging circumstances. I was lucky to find interesting placements at group practices and hospitals that enriched my training experience.

My workplace respected the hours required for my education, so I was able to balance my student and work life just fine.

Tell us a bit about you.

My goal has always been to help others. I was told once that I have a kind personality and can bring peace to others. I like being responsible for my team and supporting them in any way I can.

In my spare time, I enjoy travelling with my wife, playing video games (with my cat sleeping on my lap), cooking, and visiting local breweries. I am currently watching "The Last of Us" TV show and have just finished reading some short stories by Alan Sillitoe.

What would your advice be to students and parents about apprenticeships?

My best advice is not to shy away from anything. The apprenticeship is an opportunity to learn and better yourself. Remain open-minded through the experience, ask many questions, and do not be afraid. You are there to learn.

The experience you get from placements is unique. They are a great opportunity to improve your social skills, especially how you interact with patients and co-workers. Everyone has to start somewhere!

Work well, smile, listen, and offer good care to those who need it.



"Thanks to the apprenticeship, I am now a proud nursing associate. My goal is to further progress in my nursing career, and I am certain that with the previous learning experience in my apprenticeship, I will be able to take on new challenges in education with more confidence and ease".

Preparing to meet apprenticeship employers

Support young people as they interact with employers and apprentices



Careers fairs and employer events will be taking place across the country over the coming months, which will aim to showcase a diverse range of organisations and the apprenticeship programmes they offer.

The events are an opportunity for guardians and young people to hear from employers, training providers and apprentices and find out more about post-16 options.

Events happening near you

The Department for Education will be supporting UCAS at their upcoming careers fairs to provide information and guidance about apprenticeships. You can find the list of fairs available here:

<https://www.ucas.com/ucas/events-exhibitions>



Scan to visit the website

You can also search for local activities and careers fairs taking place, as well as using social media to find out what specific employer events may be happening near you.



Being prepared

Parents and carers can support young people to prepare in advance for these events and think about how they can make the most of meeting potential employers and apprentices. This could include:

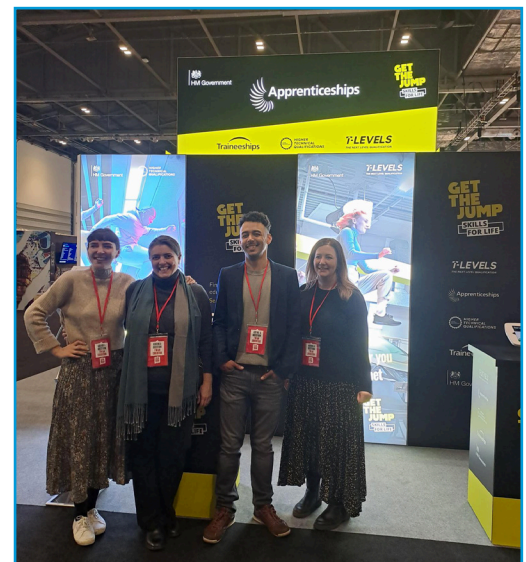
- Helping your child to research which employers are attending and making a note of those of interest.
- Thinking through what information they'd like to find out about the apprenticeship, the employer and the opportunities available.
- Helping them to prepare some useful questions to ask the employer/apprentice.
- Preparing them to engage with the employer and think about it as an opportunity to make a good impression.

Here are some questions your child may find useful to ask employers:

- How many apprentices do you take on each year / in each cohort?
- How does the 'off the job training' work at the company?
- What are the expectations of an apprentice when they start?
- What are the career opportunities at the end of the apprenticeship?
- Where and when do you advertise your vacancies?

There may be current apprentices at an event who would like to share their experience with you too. Questions for apprentices could include:

- Why did you choose an apprenticeship?
- What do you do in your day-to-day role?
- Do you have any tips for searching for an apprenticeship?
- What are the best bits about being an apprentice?



Apprenticeships at the Royal Opera House

Find out about opportunities at the Royal Opera House



**ROYAL
OPERA
HOUSE**

The Royal Opera House (ROH) is home to The Royal Ballet, Royal Opera and the Orchestra of the Royal Opera House. It is a producing repertory theatre - meaning that they make most of the productions that are shown themselves.

The ROH is one of the busiest theatres in the world, delivering more than 400 performances and around 1,350 learning events each year. They employ over 1000 permanent staff working across three sites, all enabling them to produce exceptional performances – at the theatres and offices at Covent Garden, in the production workshop at Thurrock and at the storage facility at Aberdare.

Every set, costume and prop that appears on the stage to create the spectacular worlds that help tell the stories of the Opera and Ballet is made by their highly skilled teams; these include Scenic Carpenters, Scenic Metal Workers, Scenic Artists, Props Makers, Armourers, Wig Makers and Costume Makers.

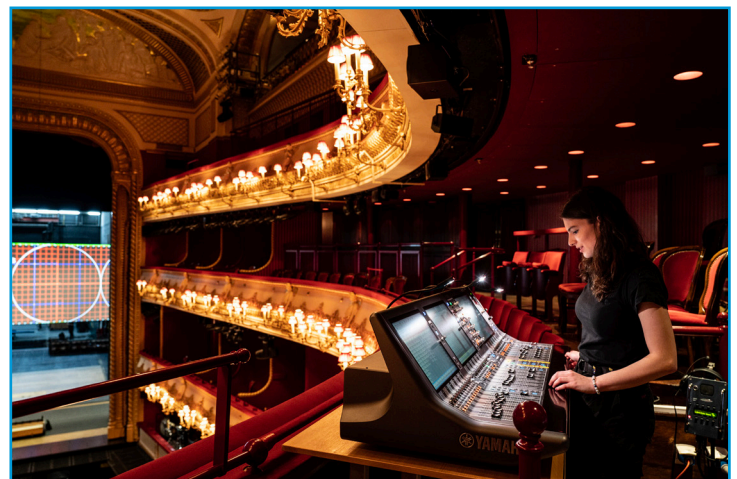
There are also teams of highly skilled people making the live shows happen; lighting experts, sound experts, stage build crews and flies and automation crews, on stage props, costume and make up teams.



These teams get the show up and running from rehearsal through to performance nights. There are up to four different productions showing on the main stage in a week and a whole production can be stripped from the stage to make way for another in a matter of minutes.

Outside the teams directly working on their performances, there is an army of people that support the people and departments making performances and keep the building running. These include: Visitor Experience, Audiences and Media (Marketing and Communications), Learning and Participation, Development and Enterprises, Operations, Finance, Legal and Business Affairs, IT, and Human Resources.

The ROH welcomes apprentices in as many areas as they can across the organisation.



Apprenticeships at the ROH

Apprentices at ROH are mostly on Level 3 pathways, working full time on 2-year fixed term contracts. The ROH Apprenticeship scheme ensures that there is a diverse and talented pipeline into Theatre jobs - encouraging an enthusiastic new workforce to train and begin their career journey. Lots of their apprentices go on to become permanent staff and other go out into the wider industry with the unique experience of training under the guidance of some of the best in the business at ROH.

Each apprentice is assigned to a specific department for their specialist Apprenticeship Standard with a nominated Mentor Manager who ensures they are successfully gaining and improving skills in that area. The Apprenticeships team at ROH manages the logistics of the apprenticeships and is here for any pastoral needs of the apprentices. They also maintain the relationship with the provider colleges to ensure the apprentice is on track for success.

Apprenticeships at the Royal Opera House

Find out about opportunities at the Royal Opera House

Their apprentices complete weekly logs to track their learning and then every 6 weeks produce diaries to summarise what they have been learning and doing.

They keep the community of apprentices at ROH together with regular 'Apprentice Days' where they all come together for training and fun activities, ensuring that the apprentices get to know one another and can have an additional support network. They also work with peer organisations across London who host apprentices to do similar things. Towards the end of the apprenticeship the apprentices are offered career progression advice relevant to their area of study and they also allow them to go out on other work experience placements to add to their CVs.

At the end of the apprenticeship, everyone who has played a part in the apprentice's journey comes together to celebrate their achievement in a 'Graduation' event held at ROH, hosted by the Chief Executive Alex Beard. ROH are proud of their 93% retention and success rate and that a high percentage of their apprentices go on to employment in the industry, some of whom join their permanent staff.

ROH currently have a range of apprenticeship vacancies, including:

- Creative Venue Technician (three positions)
- Costume Maker
- Scenic Metalwork
- Scenic Carpentry
- Project Management Officer (IT Department)
- Social Media Marketing
- Events Assistant



Find out more about these vacancies and apply here:

<https://www.roh.org.uk/learning/young-people/apprenticeships/open-opportunities>



Scan to visit the website

Please be aware that closing dates for most of these apprenticeship vacancies are the end of May 2023.

You can find out more about apprenticeships at ROH here: <https://www.roh.org.uk/learning/young-people/apprenticeships/the-scheme>



Scan to visit the website

You can watch some film case studies of past apprentices here: <https://www.youtube.com/playlist?list=PLFEuShFvJzBxb6YsUG67gxBBU-AalRY7H>



Scan to visit the website

If you have any further questions, please contact the Apprenticeship team at apprentices@roh.org.uk



Flexibilities around apprenticeship

End Point Assessments

Can reasonable adjustments be made?

What is an End Point Assessment?

All apprenticeships have an End Point Assessment (EPA) to confirm that the apprentice is fully competent at what they have been learning and they can demonstrate what they have achieved during the apprenticeship programme. The outcome of the EPA will award the apprentice with an overall grade, which will provide confidence to the employer through a recruitment process.

Types of Assessments

There are different types of assessment methods depending on the apprenticeship.

These include:

- Observation
- Practical Skills Test
- Knowledge Test
- Project
- Presentation
- Professional Discussion



Reasonable Adjustment Guidance

Where it has been identified that an apprentice has additional needs, the Institute for Apprenticeships has put in place guidance to support the End Point Assessment Organisation (EPAO) to allow for appropriate adjustments to be considered while keeping consistency in the final judgement. You can download the guidance here: <https://www.instituteforapprenticeships.org/media/3403/reasonable-adjustment-matrix.pdf>

In most cases, there will already be reasonable adjustments made from the employer and the training provider throughout the apprenticeship to support the apprentice. This will provide evidence in the application process to the EPAO for reasonable adjustments to be made.

The guidance will be followed to support the apprentice where there is a Special Educational Need, to support them in achieving the required occupational standards that must be met by all the apprentices.



Scan to visit the website

Where can reasonable adjustments be made?

Each apprentice's individual needs will be taken into account when making reasonable adjustments. Depending on the assessment method and the needs of the apprentice, there are various types of adjustments that can be made. These could include:

- Location and timing of the assessment
- Format, wording or type of assessment activity
- Adaptive software, hardware, or specialist equipment
- Additional time for the assessment
- A scribe
- A reader
- Timed rest breaks
- Voice explanation
- British Sign Language (BSL) interpreter

The employer and training provider will support the apprentice to ensure that the adjustments required are in place for their EPA. Further information about reasonable adjustments that can be put in place is available at: <https://www.instituteforapprenticeships.org/quality/end-point-assessment-reasonable-adjustments-guidance/>



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T Levels

Hear from T Level students

T Levels are technical education courses which follow GCSEs. One T Level is equivalent in size to three A levels. These 2-year courses have been developed in collaboration with employers so that the content meets the needs of industry and prepares students for work.

Combining theoretical classroom-based knowledge with experience in the real world of work in the form of a 45-day industry placement, T Levels give students a head start in their future, whether that's employment, an apprenticeship or further education.

You can find out more about T Levels here:
<https://www.tlevels.gov.uk/students/parents>



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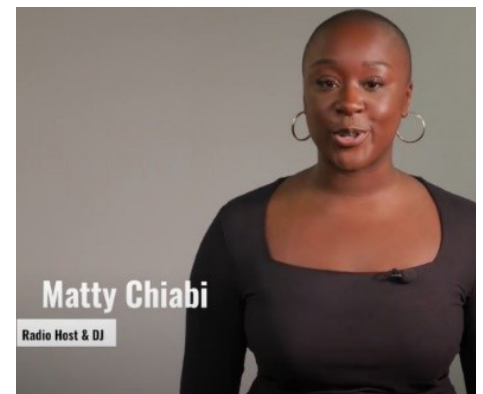
Matty Chiabi, radio host and DJ, meets T Level students George and Alec in these inspiring videos produced by the Get the Jump campaign.



Get the Jump:
<https://nationalcareers.service.gov.uk/explore-your-education-and-training-choices>



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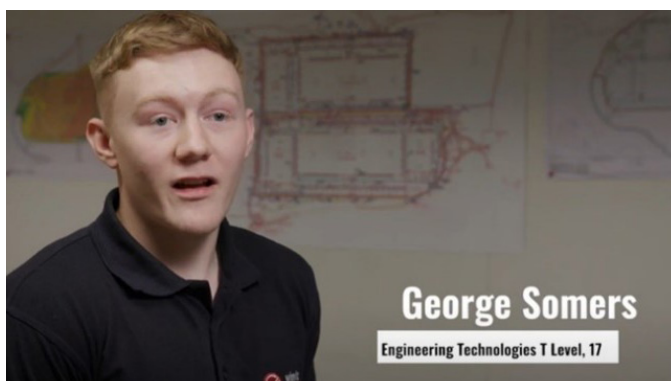


Hear from George, Engineering Technologies T Level student and future degree apprentice:

<https://www.youtube.com/watch?v=-0PITirgkUA>



Scan to visit the website



Hear from Alec, former T Level student and current apprentice quantity surveyor:

<https://www.youtube.com/watch?v=vdWQASfe6UU>



Scan to visit the website



Apprenticeships with the Chartered Trading Standards Institute

Find out about the Regulatory Compliance Officer (RCO) apprenticeship

Trading Standards is an incredibly exciting and rewarding career focused on ensuring fair trading and consumer confidence across the UK.

Trading Standards professionals work in government and the public sector, business and the not for profit sector. They are on the frontline of protecting the public and working with businesses, where they ensure goods are weighed and measured accurately, monitor product safety, prevent sales of counterfeit goods, prevent sales of tobacco and alcohol to under-age buyers, and take action to prevent exploitation of vulnerable consumers by scams and doorstep crime.

They often work very closely with other enforcement agencies like the police and HMRC, as well as with large and small businesses as they look to help them comply with the law. There is a huge variety to the type of work undertaken with opportunities to specialise, as well as progress to senior roles.

The Chartered Trading Standards Institute (CTSI) is the professional membership association which represents and trains trading standards professionals working in local authorities, business and consumer sectors and in central government in the UK.



CTSI sits at the centre of entry to and progression within the trading standards profession and highly recommends the Regulatory Compliance Officer (RCO) Level 4 Apprenticeship, which is popular with job seekers and those looking for a change of direction in their career.

The RCO apprenticeship is a great entry route to the profession and can be undertaken in a range of organisations. On successful completion, the apprentice will have all the transferable skills needed to work in any regulatory / compliance-based field both in the public and private sectors. Find out about the RCO apprenticeship here:

<https://www.instituteforapprenticeships.org/apprenticeship-standards/regulatory-compliance-officer-v1-0>



Scan to visit the website

This year, CTSI celebrated National Apprenticeship Week by releasing a range of videos and interviews with RCO apprentices across the country. You can watch the videos and read the interviews here, as well as find out more about how to become an RCO apprentice:

<https://www.tradingstandards.uk/practitioners/training-development/apprenticeships/>



Scan to visit the website



Rapid Reads

A look at Amazing Apprenticeships' Rapid Read resources

Amazing Apprenticeships has a wide range of 'Rapid Reads', which are designed to give potential apprentices, parents and carers, schools and colleges, and employers, the information they need about a variety of topics in a clear and straightforward way.

These are the titles that may be useful to parents, carers and potential apprentices.

The basics:

- What is an apprenticeship?
- What are T Levels?
- What is a degree apprenticeship?
- Apprenticeship levels explained

To help with your child's apprenticeship search:

- Finding the best apprenticeship for you
- How do I write a CV?
- How to write a covering letter
- Relocating for an apprenticeship
- Top tips to find a green apprenticeship

Other:

- What support can I expect from my child's school?
- New GCSE grades explained
- Apprenticeship finances
- End Point Assessment explained



You can find all the Rapid Reads here:

<https://amazingapprenticeships.com/resources/?rapid-reads=1>

Scan to visit the website




FINDING THE BEST APPRENTICESHIP FOR YOU
Top tips to help you know when and where to look

With thousands of different apprenticeships to choose from - it can sometimes feel daunting to know where and when you should be looking - and what you should be looking out for.

Follow these top tips for finding the best apprenticeship for you:

Know what interests you most
A great place to start is to spend some time thinking about what interests you and the subjects, activities and tasks that you enjoy the most. It can be really useful to try and think about what you don't like as much as what you do like!

Take the [Which Apprenticeship Am I](#) quiz to help you to research the variety of apprenticeships available.

Listen to real apprentice stories
The range of apprenticeships is really huge. One of the best ways to help you to decide what you're interested in is to hear from other apprentices.

INSPIRE ME!
To hear from real apprentices, explaining how they found their apprenticeship and what they love most about their job roles, scan the QR code with your phone or visit: amazingapprenticeships.com/apprenticeship-stories

Research different employers
Apprenticeships are offered by large companies and small companies, right throughout England. The full range of apprenticeship job roles and levels that a company offers may not always be obvious to you, especially if that company is well-known for a particular product or service, or if you've never heard of the organisation before. Take some time to research the types of employers that offer apprenticeships and think about the kind of company you see yourself working in.

Discover more about apprenticeships: www.amazingapprenticeships.com



WRITING A COVERING LETTER
What to include to make a positive first impression

You should always include a covering letter when you send your CV and/or an application form to an employer.

This quick guide sets out what you should include in a covering letter.

What is a covering letter?
A covering letter is a formal letter to an employer. It should always accompany a CV and an application. It is a brief letter that introduces you, the applicant, and encourages the employer to consider you for the job.

Can I write one covering letter to use for any role I want to apply for?
You should always write a new covering letter for each role you apply for, making sure what you say is relevant to the role and the organisation. However, you don't have to write a new letter completely from scratch each time, as there will be some parts you can reuse, but there will be other parts that need to be adapted every time.

What should I include in a covering letter?
The main sections to include are:

- **Which role?**
Say which apprenticeship you would like to apply for and where you found it.
- **Why this role?**
Say why you are interested in the role.
- **Why this organisation?**
Say why you are interested in working for the organisation.
- **Why you?**
Say what you have done that is relevant to the organisation.
- **What are you like?**
Say what experience and skills you have that are relevant to the role.
- **What next?**
Thank them and ask for an interview.

BEFORE YOU START

- Ensure you have the correct company name and recruiter details, as well as contact details.
- Think about the right language and tone.
- Have evidence or examples of any skills and experience you want to mention.

Discover more about apprenticeships: www.amazingapprenticeships.com



TOP TIPS TO FIND A GREEN APPRENTICESHIP
Where to look and how to spot great vacancies

It's an exciting time for individuals thinking about green apprenticeship roles. Many organisations are now focusing on the different ways they can have a positive impact on the environment through the products and services they offer, and in turn, linking this to the apprenticeship programmes that they offer.

What is a green apprenticeship?
All apprenticeship job roles have the potential to develop skills to help contribute to Net Zero. A green apprenticeship is where all, or part of the job role, includes tasks that contribute towards helping to achieve Net Zero. There are a wide variety of apprenticeships that support this ambition, ranging from environmental practitioners, to countryside rangers and smart home technicians.

What is Net Zero?
The government has set a target for the UK to reach 'Net Zero' carbon emissions by 2050. The aim of the Net Zero strategy is to balance the amount of carbon dioxide being released into the atmosphere and the amount of carbon dioxide being removed from it, creating an equilibrium - therefore there would be zero increase in net emissions - hence the name Net Zero.

Which green apprenticeships are available?
All apprenticeships are affected by sustainability, but in different ways and to different degrees.

The Institute for Apprenticeships has created three categories of apprenticeships to show the level of impact different roles have on reducing carbon emissions within the green economy.

- **Light Green:** These apprenticeship roles have duties or tasks that could link to sustainability, but do not directly link to Net Zero.
- **Mid green:** These apprenticeship roles play a part in achieving Net Zero, but this is not the main purpose of the full role.
- **Dark Green:** These apprenticeship roles directly involve work that reduces carbon emissions and sustainability is embedded throughout these roles. For example, a wind turbine engineer.

Discover more about apprenticeships: www.amazingapprenticeships.com

Youth Voice Census 2023

Young people in the UK are invited to share their experiences of life, study and work

The Youth Voice Census is an annual survey run by Youth Employment UK. It acts as a temperature check of how young people aged 11 – 30 feel. It gives young people the chance to share their thoughts about a number of issues related to education, employment, training, work and where they live.

We are sharing the census because we recognise the importance of hearing from the widest cohort of young people to get a detailed picture and ensure services really work for young people in the UK. When their insights are heard, it enables us all to do better.

To date, nearly 10,000 young people have taken part in the Youth Voice Census.

Each year, the findings form evidence for the All-Party Parliamentary Group (APPG) for Youth Employment reports and inquiries presented to the government. It is proactive research like this which helps to inform policy relating to youth employment and ensure it meets young people's needs.

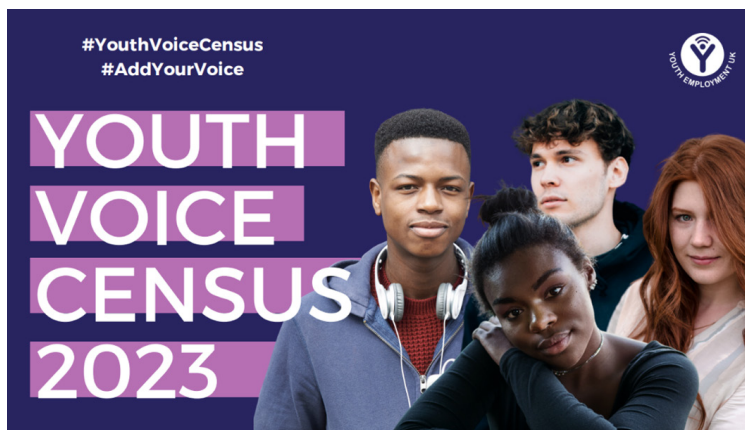
It would be fantastic if your child would take part by completing the survey. It will ask them a range of questions about themselves and their experiences in education, training, work and in everyday life. The survey will take up to 30 minutes depending on their experience. Their answers could make a big difference to how UK government, employers and educators support young people. All their answers will remain anonymous.

If your child would like to take part in the census, they can find it here:

<http://s.alchemer.eu/s3/Youth-Voice-Census-2023>

The survey is open until 5th June 2023.

Scan to visit
the website



Dates for your diary

Free webinars throughout the year for teachers and parents

As part of the Apprenticeship Support and Knowledge for Schools and Colleges programme (ASK), Amazing Apprenticeships are offering teachers and parents/carers a schedule of free webinars throughout the year, to find out more about apprenticeships and how to support your child.

These are a series of informative webinars that will provide an abundance of tips, advice, and information from expert speakers all around the topic of apprenticeships. Each webinar lasts for 30 minutes and will take place on Zoom. Participants are required to sign up before the session and will receive an email confirmation and a reminder an hour before it begins. The webinars will be recorded and shared with all registrants after the session.



Scan to visit
the website

Book your free place now or catch up on recordings of previous webinars here:

<https://amazingapprenticeships.com/workshops-webinars/>

2023

Understanding the flexibilities of apprenticeships

Tuesday 16th May 2023
Time: 3:30pm

There is a range of support on offer for apprentices, including the possibility of a flexible apprenticeship. Find out what's available and how to access it.

Pathways to apprenticeships

Tuesday 6th June 2023
Time: 3:30pm

Join us to find out about the different pathways to apprenticeships.

'Apprentice Early Connect' coming in October 2023

Tuesday July 4th, 2023
Time: 3:30pm

An exciting new way of finding and applying for apprenticeships is being launched in autumn 2023. Join us to find out more.

Watch this space for the September 2023 – July 2024 webinars, which will be announced at the start of the summer term.

