



Early Years Educator

Level **3** (standard)

2020/21



About this guide

This guide includes everything you need to know about the Early Years Educator apprenticeship standard delivered by Apprenticeship Connect. Within this brochure, we will introduce you to who we are and what we do, as well as our partnerships and our commitment to you. You will understand the benefits of life as an Apprenticeship Connect learner and the knowledge and skills you will gain by studying the Early Years Educator Level 3 course. We will also cover what you should expect from course enrolment to certification and the journey you will undertake to become a highly skilled accounting professional.

Who we are

We are an accredited apprenticeship recruitment and training provider delivering professional courses and apprenticeships across England. Our courses are developed in collaboration with specialist curriculum experts to ensure our training programmes offer the very best knowledge and skills to help our learners become exceptional.

How we work

At Apprenticeship Connect, we understand that everyone is different and what works for one individual may not work for another. So, we take time to get to know you and understand what motivates you, what your interests are and what you want to achieve. Our courses are tailored to the specific training needs and future aspirations of each and every one of our learners. We create individual learning plans that are as unique as you are, ensuring you receive the very best support to get ahead in your chosen career.



Our record

We have a proven track record of helping individuals achieve their goals, but don't just take our word for it. Our independent feedback scores and learner achievement rates speak for themselves:

External reviews

Here's how our learners rate us:

facebook.

4.3/5 ★★★★★

Google

4.4/5 ★★★★★

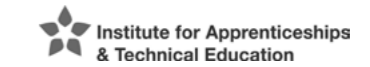
Learner statistics



95%
Remain in employment
after course completion*

*Apprenticeship Connect data 2018/19
(excluding respondents with 'unknown' destinations)

Our partners



About Early Years Educators

An early years educator has key person responsibility to help ensure children in their care feel safe and secure. Typically, they work in a range of settings including full day care, children's centres, pre schools, reception classes and as childminders. They may either be working on their own or supervising others to deliver the Early Years Foundation Stage (EYFS) requirements set by Government for the learning, development and care of children from birth to five years old. It is the role of an early years educator to observe children's development and shape their learning experience.




About the course

The Early Years Educator Level 3 course provides learners with the knowledge and skills required to become a certified childcare professional. Our course is expertly tailored to the job role of an early years educator and will teach you the skills required to ensure young children learn and develop well and are kept healthy and safe. The training we deliver will teach you how to support children to develop numeracy and language skills and meets the care needs of children, including feeding, changing nappies and administration of medicine. The Early Years Educator Level 3 course creates a concrete platform for professional development within the childcare sector.

Our tutors

All our tutors have an employment background in childcare and real-world exposure to the Early Years Educator job role requirements. As a business, we invest heavily in continuous professional development (CPD) and our tutors receive regular training to ensure we are continually improving our service. Our tutors are all certified, Disclosure and Barring Service (DBS) checked and quality checked to ensure you receive the very best training and support throughout the programme.

Course information

Standard reference:	ST0135
Course duration:	18 months
Suitable for:	Nursery Nurse Childminder Nursery Assistant
Awarding bodies:	  
Course fee:	£6,000 Our training courses are either funded by the Government or by employers, depending on the size of the company. Learners are not required to contribute towards the cost of training in any way.

Eligibility criteria

To qualify for an apprenticeship course, the following criteria must be met:

- be aged 16+ at the time of enrolment
- be a citizen of the UK or European Economic Area (EEA), or have lived in the UK or EEA for the past three consecutive years
- be in full-time employment, working a minimum of 30 hours per week*
- not already hold a qualification at the same level or above in the area that you wish to study

**our recruitment team can support you to find a suitable job role as part of your enrolment process.*

Entry requirements

To be enrolled onto the Early Years Educator Level 3 course, you must:

- have successfully completed the Early Years Educator Level 3 entry assessment and achieved a minimum score of level 1 in English and maths initial assessments
- be employed within a job role in which your day-to-day responsibilities support the course syllabus

Course delivery

20% off-the-job training

Throughout the duration of your course you will spend a minimum of 20% of your contracted working hours studying for your apprenticeship. The focus of off-the-job training is to teach you a variety of new skills specifically related to your job role, rather than assess your existing skills and ability to complete work related tasks. This will be a combination of tutor delivery, employer support and tutor guided independent study.

Digital resources

When studying at Apprenticeship Connect, you will be provided access to digital resources for the course you are studying. Our e-learning platform allows 24/7 access to syllabus information, learning aids, online assignment submission and a messaging platform to contact your tutor should you require additional support.

Learning support

We provide additional support to learners with learning difficulties and those with physical disabilities. We can provide resources such as a scribe or large-print documents, and can facilitate other reasonable adjustments to ensure that an individual with learning difficulties or a physical disability is not at a disadvantage when completing their course.

Study time

All time spent studying will be recorded within your personal training diary and your progress will be frequently monitored to ensure you are on track. The time you will need to spend studying is calculated using the following formula:

Total hours required =

$[(\text{no. of weeks up to gateway} - \text{statutory annual leave}) \times \text{no. contracted working hours per week}] \times 0.2$

Here's an example:

Weeks up to gateway:	78 (18 months)
Statutory annual leave within programme duration	8.4 weeks
Contracted hours per week:	40
Total study time:	557 hours
Average study time per week:	8 hours

Blended learning

Our courses are delivered through blended learning. This means you will have access to a combination of one to one and group training sessions as well as online video training and online resources. **Teaching methods may include:**

Theory and knowledge:	<ul style="list-style-type: none">lecturesrole playsimulation exercisesonline learningindustry visitsindependent research
Practical:	<ul style="list-style-type: none">shadowingmanufacturer trainingone-to-one tuition
Tasks:	<ul style="list-style-type: none">learning supporttime spent writing assignments

Tracking your progress

Throughout the course, your tutor will assess your performance to monitor your progress and tailor your teaching and learning to you as an individual. Your tutor will regularly collect evidence of your development and store it within your e-learning account. This will allow us to review the skills and knowledge you have learnt and continually tailor your individual learning plan to your training needs.

Typical methods of assessment may include:

- Reviewing tasks and projects
- One-to-one discussions
- Personal and professional development reviews
- Mock assessments

Course structure

All our courses follow a four-stage structure that includes entry assessments, course delivery, checking progress and assessing development. These stages are:

Initial Assessments

Prior to enrolment, you will be required to complete initial assessments in English and maths to determine the level you are currently working towards. If you are currently employed within a job role which supports the course curriculum, you will be required to complete an entry assessment form to confirm job suitability. If you are applying for an apprenticeship role sourced by us, this will be completed by our team.

On-programme Learning

Throughout the duration of the course, you will be supported by your employer and Apprenticeship Connect tutor to develop the competencies necessary to become a certified childcare professional. On-programme learning will include the teaching needed to help you develop the knowledge, skills and behaviours outlined within the apprenticeship standard as well as the training required to achieve your Level 3 Award in Paediatric First Aid and Level 3 Diploma for the Children & Young People's Workforce (Early Years Educator). Where necessary, you will also be supported to pass Functional Skills at the level stated within the course outline.

Gateway

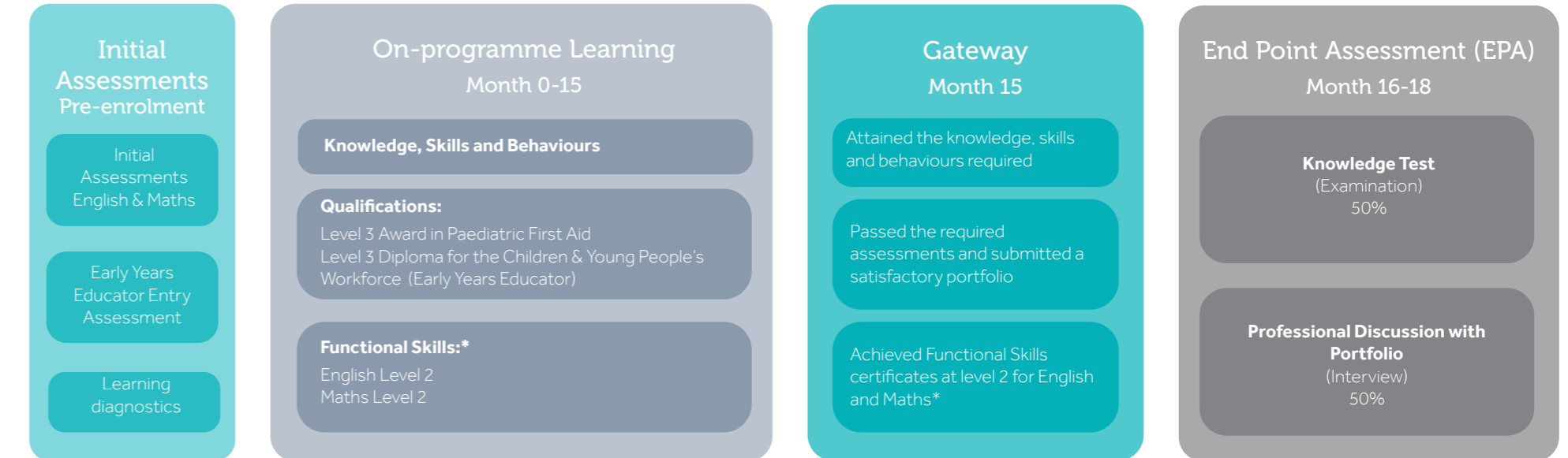
Before you are able to progress to your end point assessment, your tutor and employer will make the necessary checks to ensure you have gained the knowledge, skills and behaviours required to complete your course.

End Point Assessment (EPA)

All apprenticeship standards contain compulsory end point assessments which a learner must pass in order to achieve their completion certificate. The EPA takes place once you have completed your on-programme learning and you have successfully met the criteria outlined within the gateway.

Course outline

The Early Years Educator Level 3 course is delivered over 18 months. At the end of month 15, we allow a three-month period for learners to prepare for and sit their EPA.



**If you have already achieved GCSE grade C/grade 4 or above in English and maths, or equivalent, you may be exempt from this element of the syllabus.*

Certification

Apprenticeship courses are developed by trailblazer groups made up of a minimum of 10 employers as well as professional bodies and trade associations, ensuring you study a curriculum that is tailored to a real-world job role. All our courses are approved by the Institute for Apprenticeships and Technical Education (IFATE) and our curriculums are developed with consideration of industry leading awarding body standards, guaranteeing you work towards an approved, professional certificate that is highly relevant in your chosen industry. Completing an apprenticeship will help you develop the knowledge and skills required to excel in your chosen career, providing a concrete foundation for future growth.



CACHE is the UK's leading sector specialist for Education, Training & Assessment and our recommended End Point Assessment Organisation (EPAO) for your Early Years Educator Level 3 course with Apprenticeship Connect. Subject to the EPAO your employer selects to certify your achievement, you may also be eligible to be a part of the CACHE Alumni. CACHE Alumni is a community of learning and practice for CACHE professionals and aspiring CACHE practitioners. But your membership doesn't end with course completion, once you hold a CACHE qualification, your membership to CACHE Alumni will continue. For more information on CACHE Alumni, please visit: www.cache.org.uk/cache-alumni



Skillsfirst is a regulated awarding organisation and approved End-point Assessment organisation which designs and develops qualifications and assessments that inspire people to fulfil their personal goals and drive their careers forward. Within our Early Years Educator Level 3 course, the mandatory Level 3 Diploma for the Children & Young People's Workforce is assessed by Skillsfirst.



Quasafe Awards is one of the largest Ofqual recognised Awarding Organisations in the UK. Within our Early Years Educator Level 3 course, the mandatory Level 3 Award in Paediatric First Aid is assessed by Quasafe Awards.

Course contents

The Early Years Educator Level 3 course will teach you the knowledge, skills and behaviours (KSBs) outlined within the apprenticeship standard. These learning outcomes will be assessed within your end point assessment. The KSBs listed are all mandatory learning outcomes and your on-programme learning will be centred around these areas of development:

Knowledge
The expected patterns of children's development from birth to 5 years, and have an understanding of further development from age 5 to 7
The significance of attachment and how to promote it effectively
A range of underpinning theories and philosophical approaches to how children learn and develop, and their influence on practice
How children's learning and development can be affected by their stage of development and individual circumstances
The importance of promoting diversity, equality and inclusion, fully reflecting cultural differences and family circumstances
The importance to children's holistic development of: speech, language and communication, personal, social and emotional development and physical development
Systematic synthetic phonics in the teaching of reading and a range of strategies for developing early literacy and mathematics
The potential effects of, and how to prepare and support children through, transitions and significant events in their lives
The current early education curriculum requirements such as the Early Years Foundation Stage
When a child is in need of additional support and how to assess within the current early years' education curriculum framework
The importance of undertaking continued professional development to improve own skills and early years practice
The legal requirements and guidance on health and safety, security, confidentiality of information, safeguarding and promoting the welfare of children
Why health and well being is important for babies and children
How to respond to accidents, injuries and emergency situations
Safeguarding policies and procedures, including child protection, recognise when a child is in danger or at risk of abuse, and know how to act to protect them
How to prevent and control infection

Behaviours
Care and compassion
Being team-focused
Honesty, trust and integrity
Commitment to improving the outcomes for children through inspiration and child-centred care and education
Work in a non-discriminatory way, by being aware of differences and ensuring all children have equal access to opportunities to learn, develop and reach their potential
Working practice take into account fundamental British values including democracy, the rule of the law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs

Skills
Analyse and explain how children's learning and development can be affected by their stage of development and individual circumstances
Promote equality of opportunity and anti-discriminatory practice
Plan and lead activities, purposeful play opportunities and educational programmes
Ensure plans fully reflect the stage of development, individual needs and circumstances of children and providing consistent care and responding quickly to the needs of the child
Provide learning experiences, environments and opportunities appropriate to the age, stage and needs of individual and groups of children
Encourage children's participation, ensuring a balance between adult-led and child-initiated activities
Engage in effective strategies to develop and extend children's learning and thinking, including sustained shared thinking
Support and promote children's speech, language and communication development
Support children's group learning and socialisation
Model and promote positive behaviours expected of children
Support children to manage their own behaviour in relation to others
Plan and provide activities to meet additional needs
Carry out and record observational assessment accurately
Identify the needs, interests and stages of development of individual children
Make use of formative and summative assessment, tracking children's progress to plan next steps and shape learning opportunities

Discuss children's progress and plan next stages in their learning with the key person, colleagues, parents and/or carers
Communicate effectively in English in writing and verbally
Engage in continuing professional development and reflective practice to improve own skills, practice, and subject knowledge
Plan and carry out physical care routines suitable to the age, stage and needs of the child
Promote healthy lifestyles
Undertake tasks to ensure the prevention and control of infection
Carry out risk assessment and risk management in line with policies and procedures
Maintain accurate and coherent records and reports and share information, only when appropriate, to ensure the needs of all children are met
Identify and act upon own responsibilities in relation to health and safety, security, confidentiality of information, safeguarding and promoting the welfare of children
Work co-operatively with colleagues and other professionals to meet the needs of babies and children and enable them to progress
Work in partnership with parents and/or carers to help them recognise and value the significant contributions they make to the child's health, well being, learning and development
Encourage parents and/or carers to take an active role in the child's play, learning and development

Course qualifications

In order to pass the Early Years Educator Level 3 course you are required to complete two mandatory qualifications as part of your on-programme learning: Level 3 Diploma for the Children & Young People's Workforce (Early Years Educator) and the Level 3 Award in Paediatric First Aid.

The Quallsafe Level 3 Award in Paediatric First Aid will teach you a range of relevant topics including the role and responsibilities of a paediatric first aider, the assessment of an emergency situation, how to place a child in the recovery position, Cardiopulmonary Resuscitation (CPR), and the provision of first aid to children with external bleeding or a foreign body airway obstruction or to those suffering from burns and scalds, anaphylaxis or injuries to their bones. You will also learn how to administer first aid to an infant or child with head and spinal injuries, to those with conditions affecting the eyes, ears and nose, and how to understand and complete records relating to illnesses, injuries and emergencies.

The units covered in the Level 3 Award in Paediatric First Aid are:

Level 3 Award in Paediatric First Aid
Mandatory units
Emergency Paediatric First Aid
Managing paediatric illness, injuries and emergencies



How will the qualification be assessed?

Assessment is through a combination of practical assessments of competence in first aid procedures and two theory assessments in the form of multiple choice question papers.

How is the overall grade determined?

The Level 3 Award in Paediatric First Aid has a pass or fail grade only.

Topics covered
The role and responsibilities of the paediatric first aider
Assess an emergency situation safely
Provide first aid for an infant and a child who is unresponsive and breathing normally
Provide first aid for an infant and a child who is unresponsive and not breathing normally
Provide first aid for an infant and a child who is choking
Provide first aid to an infant and a child with external bleeding
Provide first aid to an infant and a child who is suffering from shock
Administer first aid to an infant and a child with bites, stings and minor injuries
Administer first aid to an infant and a child with a suspected fracture
Administer first aid to an infant and a child with head, neck or back injury
Administer first aid to an infant and a child who has sustained an electric shock
Administer emergency first aid to an infant and a child with an acute medical condition or sudden illness
Administer first aid to an infant and a child who is experiencing the effects of extreme heat and cold
Administer first aid to an infant and a child with burns or scalds
Administer first aid to an infant and a child who has been poisoned
Provide first aid to an infant or child with anaphylaxis

The Skillsfirst Level 3 Diploma for the Children & Young People's Workforce (Early Years Educator)

will prepare you become an Early Years Educator, enabling you to work with children from birth to 5 years and gain knowledge of children aged 5 to 7 years. The level 3 diploma aims to guide and assess your development of knowledge and skills relating to the early years workforce. Achieving this qualification confirms your competence and will provide you with the required qualification for registration and regulatory requirements to be able to work in the child care sector.

The units covered in the Level 3 Diploma for the Children & Young People's Workforce are:

Level 3 Diploma for the Children & Young People's Workforce (Early Years Educator)
Mandatory units
Support numeracy and literacy development in children
Understand and promote child development
Understand how to safeguard the well being of children and practitioners
Promote the health and safety of children
Partnership working with key person, colleagues and other professionals
Be able to support organisational processes and procedures for recording, storing and sharing information
Promote the health and well being of children
Promote learning and development in the early years
Promote diversity, equality and inclusion within the early years sector
Engage in personal development in an early years setting
Context and principles for early years provision
Lead and manage a community based early years setting
Promote the well being and resilience of children and young people



How will the qualification be assessed?

Assessment is through the submission of a portfolio of evidence used to demonstrate knowledge and competency in the required areas. The portfolio of evidence will be a collation of on-programme content which may include:

- Witness testimonies
- Tutor observations

How is the overall grade determined?

The Level 3 Diploma for the Children & Young People's Workforce is not a graded qualification. To achieve the diploma, learners must submit a portfolio of evidence which effectively demonstrates knowledge and competency in all of the areas assessed.

Example programme of study

Our Early Years Educator Level 3 course is delivered through blended learning. This means you will have access to a combination of one to one and group training sessions as well as online video training and online resources. Between teaching sessions, you will be required to complete online training set by your tutor, as well as complete tutor guided independent study tasks. During this time you will also receive training provided by your employer. Tutor-led study equates to an average of one day per month for the course duration.

Month	Apprenticeship Connect tuition	Tutor guided independent study	Employer tuition	Functional Skills	Progress evaluation
1	<ul style="list-style-type: none"> Introduction to the course, modules and IT systems Introduction to health and safety Agreeing personal development plan 	<ul style="list-style-type: none"> Accidents and incidents, emergencies and illness Infection control procedures 	<ul style="list-style-type: none"> Introduction to the role, responsibilities and the business Health and safety in the workplace 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary
2	<ul style="list-style-type: none"> Emergency Paediatric First Aid Managing paediatric illness, injuries and emergencies 	<ul style="list-style-type: none"> Legislation and company guidelines for recording, storing and sharing information 	<ul style="list-style-type: none"> Responding to accidents, injuries and emergency Records and reports 	Embedded within teaching and learning and 1-hour additional dedicated maths support	Review and record progress in e-portfolio and training diary First aid certification
3	<ul style="list-style-type: none"> Early Years Foundation Stage Tracking child development Sustained shared thinking Supporting additional needs 	<ul style="list-style-type: none"> Theories and philosophical approaches to learning and development 	<ul style="list-style-type: none"> Implementing Early Years Foundation Stage Tailoring learning experiences Managing transitions 	Embedded within teaching and learning Mock tests	Review and record progress in e-portfolio and training diary Mock professional discussion
4	<ul style="list-style-type: none"> Children's holistic development of: - speech, language and communication Supporting the development of children's mathematical skills 	<ul style="list-style-type: none"> Supporting additional learning needs Formative and summative assessment 	<ul style="list-style-type: none"> Tailoring learning Learning through games and play 	Embedded within teaching and learning Mock tests	Review and record progress in e-portfolio and training diary Audio recording of professional discussion
5	<ul style="list-style-type: none"> Collaborative working Working with parents/carers 	<ul style="list-style-type: none"> Challenging poor practice Assigned tasks 	<ul style="list-style-type: none"> Activity planning Extending learning and thinking 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary Mock knowledge test
6	<ul style="list-style-type: none"> Safeguarding Evidence of abuse Bullying 	<ul style="list-style-type: none"> Risk assessments Ofsted regulations Confidentiality 	<ul style="list-style-type: none"> Safeguarding in application Maintaining records 	Sit Functional Skills exams in English and Maths	Review and record progress in e-portfolio and training diary
7	<ul style="list-style-type: none"> Health and well being Children's holistic development 	<ul style="list-style-type: none"> Theoretical understanding Healthy lifestyles Portfolio building 	<ul style="list-style-type: none"> Responding to health needs Physical care routines Preventing infection 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary Progress review

*the programme of study may change, subject to syllabus changes and the training requirements of individuals

8	<ul style="list-style-type: none"> Working with organisations to safeguard children Underpinning theories and philosophical approaches to how children learn and develop, and their influence on practice 	<ul style="list-style-type: none"> Marshmallow test Well being and resilience of children Social and emotional identity 	<ul style="list-style-type: none"> Attachment theory Supporting progress improvement Observational assessment 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary Mock knowledge test
9	<ul style="list-style-type: none"> Portfolio review and support Diversity, equality, discrimination and inclusion The various types of discrimination and its potential effects Challenging discrimination 	<ul style="list-style-type: none"> Assigned tasks Portfolio building Diversity, equality and inclusion 	<ul style="list-style-type: none"> EPA preparation Portfolio planning Anti-discriminatory practice Fundamental British values 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary Mock professional discussion, knowledge test and interview Progress review
10	<ul style="list-style-type: none"> Observation and assessment in the early years Planning for children in the early years Encouraging children's participation 	<ul style="list-style-type: none"> Assigned tasks Activity planning Reflective practice 	<ul style="list-style-type: none"> EPA preparation Portfolio planning Implementing activities 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary
11	<ul style="list-style-type: none"> Review of portfolio Continued professional development Supporting the learning and development of others through mentoring and sharing of professional expertise and experience 	<ul style="list-style-type: none"> Assigned tasks Portfolio building Evaluating performance Improving the outcomes for children 	<ul style="list-style-type: none"> Legislation and company guidelines for recording, storing and sharing information Portfolio building 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary Mock professional discussion and knowledge Progress review test
12	<ul style="list-style-type: none"> Community based early years provision Managing the resource, regulatory and financial requirements for a community based setting 	<ul style="list-style-type: none"> Assigned tasks Collate portfolio evidence Leadership styles 	<ul style="list-style-type: none"> Leading a team Engaging parents Portfolio support EPA preparation 	Embedded within teaching and learning	Review and record progress in e-portfolio and training diary Progress review
13-15	<ul style="list-style-type: none"> EPA preparation Portfolio support 	<ul style="list-style-type: none"> Gateway checklist and submission for EPA 	<ul style="list-style-type: none"> EPA preparation 	Embedded within teaching and learning	Mock EPA and support
16-18	Sit End Point Assessments				

End Point Assessment (EPA)

The EPA takes place once you have completed your on-programme learning and your readiness to complete the apprenticeship has been determined. The EPA enables you to prove your competence in the role of a operations/departmental manager and will be facilitated by an independent end point assessment organisation. Your employer and Apprenticeship Connect tutor will guide you through your EPA and advise you on the best approach to take towards your assessment.

What does the EPA consist of?

For the Early Years Educator Level 3 course, you are required to complete two assessments. The two methods of assessment will build a cumulative picture of how well you have met the requirements of the apprenticeship standard. The overall grade you are awarded will be derived from the combined grade of both EPA requirements, subject to the assessment weighting. In order to pass the overall apprenticeship, you must achieve a pass in both assessment methods. The overall grade boundaries for the Early Years Educator Level 3 apprenticeship standard are:

Grading	
Distinction	Distinction in one or more assessment methods
Pass	Pass in both assessment methods
Fail	Fail in one assessment method

Knowledge Test	
Assesses:	The associated knowledge and skills for this occupation considering theories, psychological practices and safeguarding knowledge.
Assessment type:	<ul style="list-style-type: none"> Multiple choice test
Task:	Complete an online or written test answering 35 questions
Assessment requirements:	<ul style="list-style-type: none"> Taken in a controlled test environment Cannot use books or materials To be completed within 60 minutes Must answer 23/35 questions correctly, including all safeguarding questions to pass
Weighting:	50%

Professional Discussion underpinned by the Portfolio	
Assesses:	A full synoptic assessment of the learner, testing aspects of knowledge, skills and behaviours. It will allow the learner to evidence both the knowledge gained and its application through skills and behaviours.
Assessment type:	<ul style="list-style-type: none"> Submission of portfolio of evidence to support discussion Professional discussion
Task:	Complete a professional discussion, supported by the portfolio of evidence, exploring the work and how it was carried out in more detail.
Assessment requirements:	<ul style="list-style-type: none"> A minimum of 90 minutes of professional discussion is required
Weighting:	50%

FAQs

Do I have to be in full-time employment to enrol onto this course?

In order to enrol onto one of our courses, you must be employed a minimum of 30 hours per week. If you are not already employed in a role that meets our entry requirements, we will work with you to find a suitable role that supports your career aspirations.

Will I be entitled to paid annual leave whilst studying?

Throughout your programme you will be entitled to the same statutory leave entitlement and have the same right to Statutory Sick Pay (SSP) as other employees. To calculate your statutory leave entitlement please visit www.gov.uk/holiday-entitlement-rights.

If I apply for a job vacancy as part of my course how much will I be paid?

Each vacancy we advertise is different and the salary you receive will be dependent on the employer, role and industry you apply for. The roles we advertise are apprentice positions, however, we encourage our employers to pay above the NMW for apprentices and many of our positions include performance-related incentives. Further guidance on the NMW for apprentices can be found online at www.gov.uk/national-minimum-wage-rates.

What happens if my employer doesn't allow me time to study?

All employers are legally required by the UK Government to allow you 20% of your contracted working hours to study towards your course. If you are having difficulties with your employer, please speak to your Apprenticeship Connect tutor.

What happens if I fall behind?

Your tutor will be closely monitoring your progress with regular reviews to ensure you are on track. If at any point your development is not where it should be, your tutor and employer will work with you to update your individual learning plan and ensure you get up to speed.

What happens when I finish my course?

At the end of your course, if we have placed you into your role, your employer will decide whether they will continue to employ you as a full-time member of staff and you'll have the opportunity to decide which steps you take next. Your tutor will talk to you about career progression and you may also wish to progress onto a further training course with Apprenticeship Connect.



Want to apply?

Call our dedicated team on the hotline number below to find out about your next steps:

Courses hotline: 020 8296 6930

Are you unsure if our courses are right for you? Our careers advisors are always on hand to offer advice and guidance to help you make the best decision to get ahead in your career. Speak to one of our team today to find out more about your options:

Advice hotline: 020 3829 6920



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