

Employing apprentices in the School and Children's Workforce

National Apprenticeship Service

An increasing number of school and children's workforce employers are now using Apprenticeships to help them succeed. This includes primary and secondary schools, specialist schools, academies and children's centres.

What are Apprenticeships?

Apprenticeships are increasingly recognised as the gold standard for work-based training and are designed around the needs of employers.

Why would I take on an apprentice?

Apprenticeships can make the school and children's workforce more effective by addressing skills gaps directly, both to improve the skills of existing staff and to help you secure new staff with the skills you need by offering them clear training and career pathways.

Apprenticeships can bring real benefits to your school and your staff

Apprentices train 'on the job' while assisting with your organisation's day-to-day workload and bring in the new skills they acquire while training towards nationally recognised qualifications.

Our research shows that Apprenticeships are '**Good for Business**'.

- **80% of employers who employ apprentices** agree they make their workplace more productive.
- **88% of employers** who employ apprentices believe that Apprenticeships lead to a more motivated and satisfied workforce.
- **One in five employers** are hiring more apprentices to help them through the tough economic climate.

- **Apprenticeships enable you to train your current workforce** and grow the workforce of the future.
- **They help you fill skills gaps**, bring greater diversity to your workforce and recruit ambitious people who make things happen.
- **Employing young people** provides a way of engaging with pupils.
- **Apprenticeships improve staff morale**, effectiveness and retention.
- **They allow you to develop the skills** of local people and involve them in the delivery of a key local service.
- **Employing apprentices allows flexibility** in the workforce and value for money for employers.
- Schools can feel proud to be employers of apprentices.
- **Apprenticeships are a source of valuable continuing professional development (CPD)** for new and existing support staff in schools.



Who are they for?

Available to both new and existing members of staff, there are a number of Apprenticeship frameworks available (at Level 2 and Level 3) that are suitable for staff in a variety of roles within schools. Some of the Apprenticeship frameworks and jobs available include:

Supporting Teaching and Learning in Schools Framework

Behaviour Support Assistants, Bilingual Support Assistants, Cover Supervisors, Foundation Stage Assistants, HLTA, Learning Guides/Coaches, Learning Support Assistants, Pastoral/Welfare Support, Special Needs Assistants, Teacher Support Worker, Teaching Assistant.

Children's Care, Learning and Development Framework

Early Years Staff, Nursery Nurse.

Youth Work Framework

Youth Support Worker, Youth Worker.

Information & Library Services Framework

Information Assistant, Learning Resources Assistant, Librarian, Library Assistant.

Business Administration Framework

Administration Assistant, Administrator, Exams Officer, Finance Officer, Librarian, Office Manager, PA, Personnel Officer, Receptionist, Reprographics, School Secretary, SIMs Administrator.

Management and Team Leader Framework

Business Manager, Catering Manager, Exams Manager, IT Manager, Office Manager, School Bursar, Team Leaders.

IT User and IT & Telecoms Professionals Framework

Administrator, Exams Officer, Finance Officer, IT Technician, PA, SIMs Administrator.

Hospitality and Catering Framework

Catering Manager, Kitchen Assistant, School Cook.

Cleaning & Support Service Industry Frameworks

Grounds Maintenance Staff, Sports Coaches, Play Workers, Midday Supervisors.

Take on an apprentice today

The next step is to discuss your exact training requirements with an Apprenticeship representative. Contact **08000 150 160** or visit the website **www.apprenticeships.org.uk** for more information on how Apprenticeships can be good for your school.

