Parents' and carers' Pack

Helping your child search and apply for apprenticeships

Edition 34: April 2022

Welcome

Carolyn Savage,
Head of Youth Engagement and Apprentice Participation

Dear readers,

Welcome to the April edition of the Parents' and Carers' Pack. This month we share with you:

- an overview of the Talking Futures programme for parents and carers
- an insight into the benefits of traineeships
- a deep dive into the Engineering, Manufacturing, Processing and Control T Level
- an apprentice case study
- information on the new Disability Apprentice Network report

We hope that you find this month's pack useful, and do let us know if you have any feedback by contacting: ASK.PROGRAMME@education.gov.uk

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Apprentice insights: life as an apprentice at Babcock International

Rediscovering what I wanted to do

My plan had always been to go to university to study maths. I went through the entire University/UCAS process and was accepted into my top two universities. When the country went into a national lockdown in 2020, I spent my time discovering different career options, which led me to the apprenticeship route. I hadn't previously been interested in an apprenticeship. I started searching for technology/analysis-based apprenticeships in and around my area and stumbled upon the course I am now doing. I am currently in my second year of the apprenticeship and I'm about to begin my first placement in a different area of the business.

What do you do?

I specialise in Data Analytics, so I work with lots of numbers and statistics and turn them into graphs and useful conclusions that anyone can understand.

Study days

My training provider is the University of the West of England (UWE) in Bristol. However, the majority of the content is delivered at University Centre Weston (UCW). I attend UCW once a week. I then spend the rest of the week at my day job at Babcock International. Due to the pandemic, most of the studying was online. I have now returned to UCW in person, which is brilliant as I find the quality of learning much greater.

It's much easier to ask questions and speak to lecturers face to face. I meticulously plan my work and study to get a good balance and to stop myself from missing any deadlines!

My ultimate goal

My two passions are listening to a lot of music and I love going to concerts and festivals. I enjoy reading/writing album reviews and analysing my music listening habits - very nerdy, I know! My ultimate goal is to work as a Data Analyst/Data Scientist for a music related company like Spotify.

What do you enjoy in your spare time?

I do like to watch a lot of films, and I own a lot of books about films! I'm a big fan of British sitcoms, and I seem to end up rewatching the same shows instead of starting something new - very much a creature of habit. I enjoy walking my dog Ted, a 1-year-old Staffy cross, and spending time with friends and family.

Be brave

Apprenticeships can still be under-represented and under-promoted in many secondary/sixth forms. I think it takes a lot of bravery to decide to do something that may not necessarily be what your institution is telling you to do. Be brave and apply for everything that you like the look of. There are no limits to how many courses you can apply for, so push yourself. I applied for a lot at the same time and received a few rejections, but I kept persevering and luckily it paid off. I didn't think for a second that I'd be doing what I am today. As long as you believe your applications are of good quality and you possess the adequate requirements for the job, then go for it. You never know what might happen!

More information
To find out more about apprenticeships, please visit www.apprenticeships.gov.uk

Apprenticeship Standards

Keep up to date with the range of apprenticeships available

Apprenticeships are continually created and released through The Institute for Apprenticeships and Technical Education (IFATE). The list below lists some apprenticeships you may not have considered but you can find out more on the IFATE website:
www.instituteforapprenticeships.org/apprenticeship-standards

Scan to visit the website

Transport and logistics	Express delivery sortation hub operative	Contribute to the successful processing of items within the expected timeframe.	Level 2
Hair and beauty	Advanced and creative hair professional	Create, plan and promote a collection of hairstyles and looks that reflects their own individuality.	Level 3
Agriculture, environmental and animal care	Ecologist	Studying the relationships between living things and their environments to help to resolve potentially conflicting demands between economic development and the environment.	Level 7
Legal, finance and accounting	Financial adviser	Working within small businesses or large organisations such as banks, giving clients specialist advice on how to manage their money.	Level 4
Protected services	Non home office police officer	Provide policing and or investigative activity.	Level 4
Transport and logistics	Train driver	Responsible for driving trains in a safe, punctual, economic manner over various routes.	Level 3
Creative and design	Archivist and records manager	Ensuring the delivery, security and accessibility of records and other materials.	Level 7
Business and administration	Project manager (integrated degree)	Help organisations manage projects efficiently.	Level 6

Getting it right for Disabled apprentices

A new report

The Disability Apprentice Network (DAN) has published Getting it Right for Disabled Apprentices on 7th February 2022.The report shares some great insight from members in the DAN and their experience as apprentices.

The report is a great source of information that will benefit:

- young people in recognising the possibilities an apprenticeship can offer and the support that is available to them
- guardians to support and guide their child through the apprenticeship process
- employers to review their processes to how to provide a supportive environment to allow disabled apprentices to get the most out of their apprenticeships
- training providers to be able to guide apprentices and the employer

15 apprentices volunteered as part of the research. A short, informative film has been created featuring the apprentices who share their responses to:

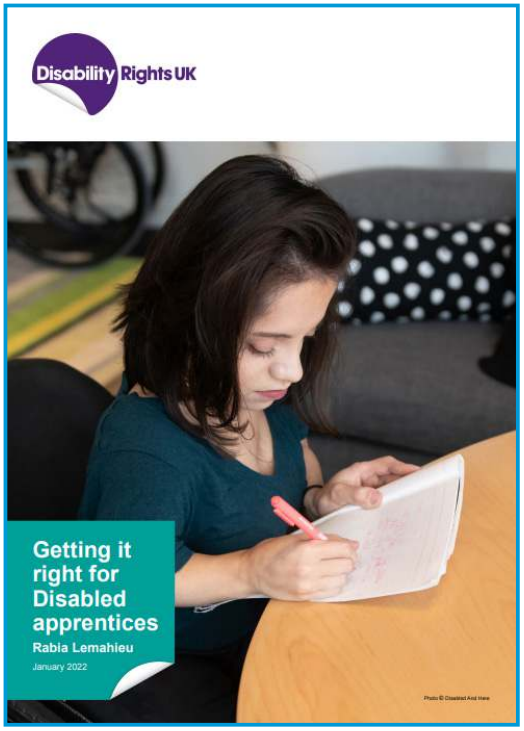
- why I chose to do an apprenticeship
- talking about disability to an employer
- support and reasonable adjustments
- access to work
- challenges
- part-time apprenticeships
- their top tips on apprenticeships

You can watch the film by visiting: https://www.youtube.com/watch?v=MK21LLjGIXs or scanning the QR code:

The findings that have been outlined as ideas for change in the report include:

- having a culture of welcoming disabled employees
- understanding and using the appropriate language
- having a supportive environment which allows disabled people to talk openly and lead conversations about their disability
- understanding the reasonable adjustments that can be made
- understanding the Access to Work scheme

To read the full report, plus an Easy Read summary, please visit: www.disabilityrightsuk.org/how-we-can-help/special-projects/disabled-apprentice-network or scan the QR code:



Benefits of a traineeship

How your child might benefit from completing a traineeship

Traineeships are a great option for young people who do not yet have the skills or experience to take on a job or apprenticeship.

Traineeships act as a skills development programme, where you complete an unpaid work placement alongside a training course.

They are available for young people aged 16 and 24 (or 25 for individuals with an Education, Health and Care Plan (EHCP).

There are many benefits to doing a traineeship. Below we include some top reasons as to why they could be a great stepping-stone for your child into a long-term career.

1. It's a great way to get into employment

Your child will gain workplace experience and will be learning from colleagues. They will also be building relationships and learning about the world of work.

2. Build up confidence and independence

Traineeships are an excellent way to develop self-confidence, as the trainees will be learning new skills and then applying these skills in a real workplace.

3. Support and guidance throughout the experience

The training provider will provide lots of information, guidance and advice, and this support continues throughout the traineeship.

4. Practical experience

Whichever sector your child works in, there will be lots of practical experience and on the job learning and training.

5. Improve digital skills, maths and English

Support will be given by the training provider to help the trainee complete level 1 or 2 qualifications in maths and English, if needed.

6. Progression opportunities

Skills and work experience gained during the traineeship will help to improve the trainee's CV and aims to help them to progress into an apprenticeship or job. Your child will also receive guidance and support with CV creation and interview preparation skills.

7. Skills development

Trainees will be developing key skills, such as communication, teamwork, time management and problem solving, which are all transferable into the workplace.

8. Networking opportunities

A traineeship is an ideal opportunity to network with employers and is a great way to for your child to make connections in the industry and be considered for future vacancies and a successful career!

More information

For more information about traineeships, please visit https://nationalcareers.service.gov.uk/explore-your-education-and-training-choices/traineeship

An overview of the Engineering, Manufacturing, Processing and Control T Level

Information about the Engineering, Manufacturing, Processing and Control T Level available

T Levels are an exciting 2-year qualification that combines classroom study with an industry placement.

There are a range of T Level subjects available, with more starting in the coming years until over 20 are available by 2023, covering everything from agriculture to catering and engineering to science.

Find out more about the Engineering, Manufacturing, Processing and Control T Level in the box below.

What does a T Level in Engineering, Manufacturing, Processing and Control entail?

Students will start to develop a general understanding of a broad range of issues relevant to the sector, including:

- working within the Engineering and Manufacturing sectors
- gaining an understanding of how materials, conditions and context influence design processes and products
- a knowledge and understanding of mathematics including standards matrices and determinants and standard trigonometry
- understanding material processing techniques and their effects on materials and material quality, the condition of materials, how these are managed and materials testing methods
- basic commercial principles, including commercial priorities and markets, customers/clients/partners and resource allocation

Visit tlevels.gov.uk to find out more.

An overview of the Engineering, Manufacturing, Processing and Control T Level

Apprenticeships

Information about the Engineering, Manufacturing, Processing and Control T Level available

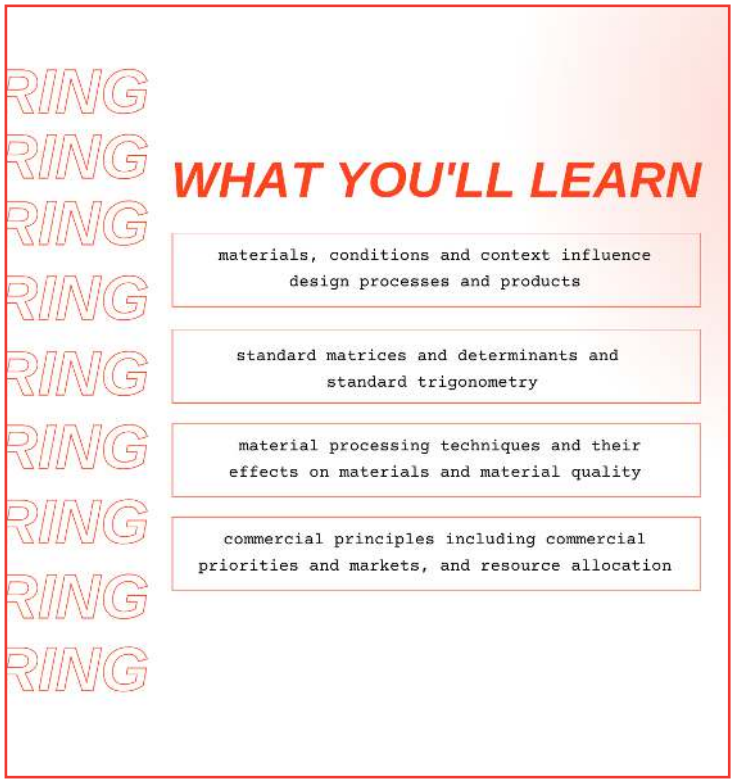
What you can do with this T Level

This course is suitable for anyone wanting a career in engineering, manufacturing, processing and control. Students can progress into roles such as:

- ELECTRONICS ENGINEERING TECHNICIAN
- AEROSPACE ENGINEERING TECHNICIAN
- ELECTRICAL ENGINEERING TECHNICIAN
- MECHANICAL ENGINEERING TECHNICIAN
- BOAT BUILDER
- MATERIALS TECHNICIAN
- ENGINEERING CONSTRUCTION CRAFTWORKER
- BLACKSMITH
- WELDER
- MATERIALS TECHNICIAN
- NON DESTRUCTIVE TESTING TECHNICIAN

Students can also use this T Level to do a related higher-level apprenticeship or degree course.

More information
Find out more about T Levels at:
https://www.tlevels.gov.uk/



The Talking Futures programme

Building on careers conversations at home

The Careers and Enterprise Company (CEC) is a national body established in 2015 to support schools and colleges to help every young person find their next best step.

The Gatsby Foundation, set up by David Sainsbury in 1967, believes every school and college should have good career guidance supporting young people to make decisions about their education options and future career choices.

They have partnered to create the 'Talking Futures' programme, which aims to support parents and carers in having engaging, impartial and well-informed conversations with their children to help them to navigate their post-16 and post-18 options.

The programme recognises the influence families have on young people when they are considering their career pathways and the valuable role guardians play to support them, including having regular conversations about careers, and not just at key points of the year, but by sharing family career experience and encouraging children to be curious about their career possibilities throughout the year.

The programme provides a useful parent's toolkit full of constructive careers resources and activities, around topics such as conversation starters, pathways options and careers planning.

It also provides advice and guidance about where you can go for further information about the different options, as well as how your child's school or college can support your child with careers guidance and information.

More information
To access all of the Talking Futures resources, visit:
https://www.talkingfutures.org.uk

A letter from the Skills Minister

Skills Minister letter to parents, carers and guardians

To mark National Apprenticeship Week 2022, an email from the Department for Education was sent to schools and colleges containing 2 letters from the Skills Minister, Alex Burghart - one for parents and carers and one for students.

You can view the letter to parents, carers and guardians below, it is also available online should you wish to download or print it: www.amazingapprenticeships.com/skills-minister-letter

Scan to visit the website

Department for Education

Apprenticeships

February 2022

LEARN, EARN, ACHIEVE

Dear parents, carers and guardians,

As the Minister for Skills, I am writing to you to give you some important information about your child's options when they leave school or college.

This week is National Apprenticeship Week. Apprenticeships help people learn skills whilst they do paid work, giving them the experience they need to develop great careers in the jobs our economy needs.

Since I became the Minister last year, I have talked to a lot of young people who have chosen to become an apprentice – training for a job whilst earning a salary and gaining valuable qualifications and experience.

All apprenticeship costs are paid for by the employer and the government. Your child will not have any student loans or tuition fees. They will spend up to 80% of their time in the workplace applying what they learn in their training - and they are paid (the wage they earn depends on the job, and many employers pay well).

There are hundreds of apprenticeships across an enormous range of occupations, in the largest multinational companies or with small local employers.

And there are apprenticeships equivalent to GCSEs or A levels or university degrees – so whatever your child's final qualifications are when they leave school or college, there are opportunities.

To search for apprenticeships in your area click here.

New apprenticeships become available all the time, so keep checking online to see what opportunities have come up.

Apprenticeships give people a chance to learn, earn and achieve – please consider them when you are helping your child explore their next step.

Yours faithfully,

Alex Burghart
Parliamentary Under Secretary of State (Minister for Skills)