

Your Guide to Apprenticeships

What is an Apprenticeship?

Apprenticeships are an excellent way of gaining qualifications and workplace experience. As an apprentice, you can earn as you learn and you gain practical skills from the workplace.

Key benefits include:

- earn a salary
- get paid holidays
- receive training
- gain qualifications



Who are Apprenticeships suitable for?

There may be different entry requirements for Apprenticeships depending on the occupational sector. Individuals just need to be living in England and not taking part in full-time education. Apprenticeships are open to all age groups above 16 years old whether you are just leaving school, have been working for years or are seeking to start a new career. Competition for places with employers can be fierce, so you will need to show that you are committed, and aware of your responsibilities to both yourselves and the company who would employ you. You also need to be happy to work as both part of a team and individually, and be able to use their own initiative.

What Levels of Apprenticeships are available?

There are three levels of Apprenticeship available for those aged 16 and over:

• Intermediate Level Apprenticeships

Apprentices work towards work-based learning qualifications such as a Level 2 Competence Qualification, Functional Skills and, in most cases, a relevant knowledge-based qualification.

• Advanced Level Apprenticeships

Apprentices work towards work-based learning such as a Level 3 Competence Qualification, Functional Skills and, in most cases, a relevant knowledge based qualification.

• Higher Apprenticeships

Apprentices work towards work-based learning qualifications such as a Level 4 Competence Qualification, Functional Skills and, in some cases, a knowledge-based qualification such as a Foundation Degree.

Which Apprenticeships does JACE offer?

At JACE Training we offer apprenticeships in the following subjects and industries:

- Childcare
- Playwork
- Customer Service
- Hospitality & Catering
- Business Administration



How does the Apprenticeship work?

Apprenticeships are designed with the help of the employers in the industry, so they offer a structured programme that takes apprentices through the skills they need to do a job well. There are targets and checks to make sure that your employer is supporting you and they are making progress. As an apprentice you will be in employment for most of your time as most training takes place on the job. Workshops ordinarily take place one day a week at your local JACE training centre and if you have access to the internet, additionally via our online learning platform, the JLP you can study, submit your work or contact your tutor for support.



What time of year can I start?

You can apply at any time of year. When you begin the work-based training depends upon the availability of a position at an employer.

How long does it take?

The length of an Apprenticeship varies depending on prior skills levels of the apprentice, the qualification being obtained and industry sector. Generally, Apprenticeships take between one and four years to complete.

How much will I get paid?

There is no set rate of pay for apprentices, however all employed apprentices must receive a wage of no less than £2.60 per hour and a recent survey showed that the average wage per week for an apprentice is now around £170 and in some job roles around £210 per week. As your skills develop, your pay will increase accordingly. Apprentices may also get additional money for essential books, clothing or equipment, or to help them with a disability. As an apprentice, you will receive the same benefits as other employees such as holiday entitlement. In some cases, apprentices can claim additional benefits. You can find out more on benefit claims at www.dwp.gov.uk

What will I get out of an Apprenticeship?

There are lots of benefits to doing an Apprenticeship. You can earn while you learn, and learn in a way that is best suited to you and your employer – through hands-on experience on the job. Apprenticeships can be demanding but they are very rewarding. Because Apprenticeships train apprentices in the skills employers want, they give you choices in your career. When you've finished you can carry on working, maybe get promoted or go on to higher education in a college or university. Employers all over the country recognise and value Apprenticeships as they show that they've been trained in the skills they need.

"I have gained enormous amounts of confidence during my apprenticeship. It is a great and fun way to learn and there is plenty of opportunity to gain experience." Amy, JACE Apprentice

"The training we receive is excellent and being at my work placement four days a week also means I feel like one of the team and am learning lots on the job." Jack, JACE Apprentice

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