

Apprenticeship Development Framework

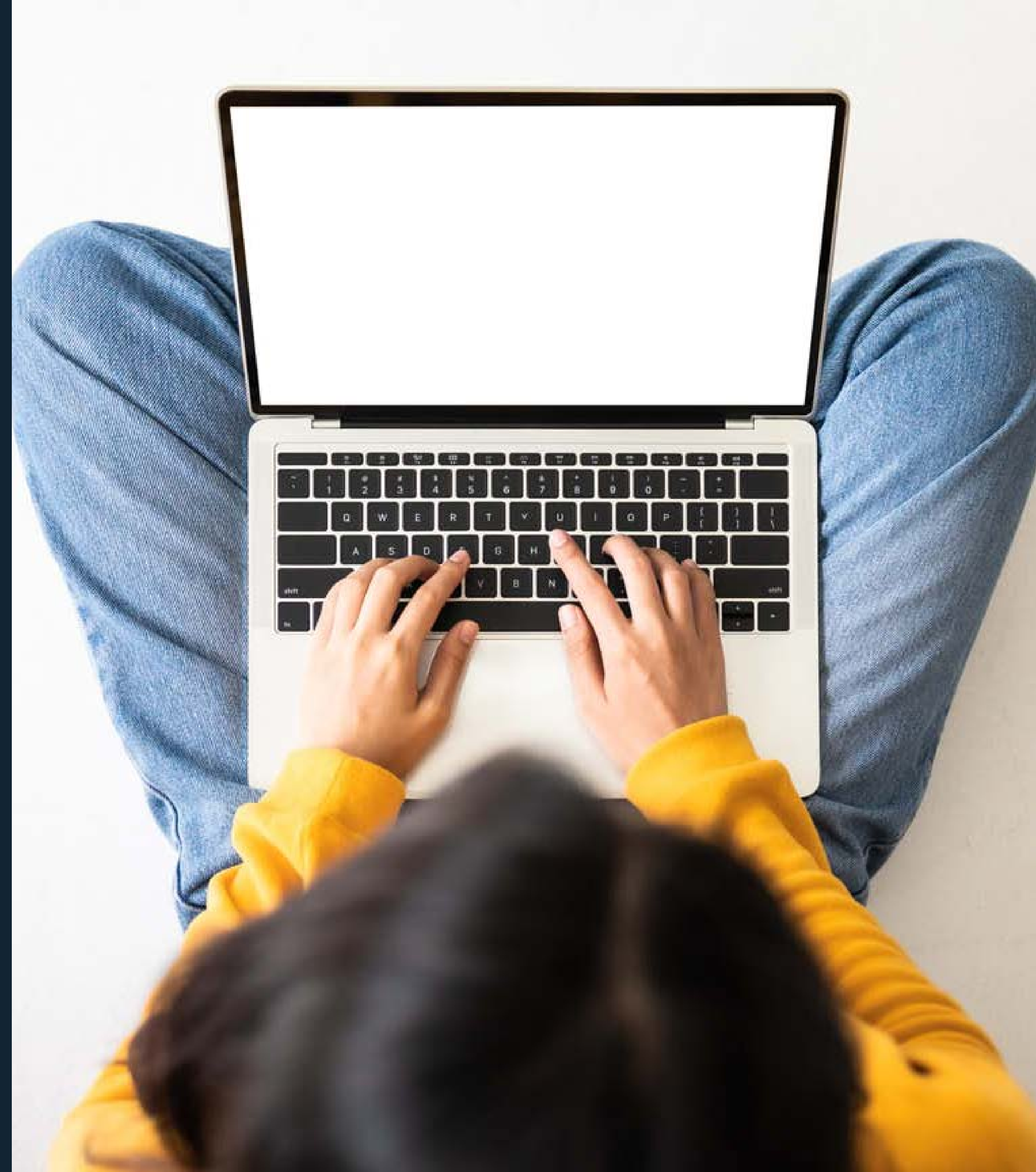
A 10-point plan for schools
and colleges

Delivered partnership between



Department
for Education

UCAS



		Getting started	In development	Established	Development activities to consider
Involvement in early connect					
1	Staff and students have good knowledge of the Early Connect pilot.	We have not yet signed up to the pilot, but would like to find out more. Or We have signed up to the Early Connect pilot but have not yet accessed or shared the resources.	We have signed up to the Early Connect pilot and have accessed the resources. We are starting to share these with our students and staff.	There is good knowledge of, and support for, the Early Connect pilot from senior leaders, staff and students.	Click here to register your school or college for the Early Connect pilot. Click here to access information about Early Connect, including: - A letter to share with SLT - A short information sheet
2	Students feel confident in how to use the UCAS Student Hub to search for apprenticeship vacancies.	Students are encouraged to sign up to the UCAS Student Hub or the Find an Apprenticeship website, but we are not yet using them to search for apprenticeships.	Students are starting to use the UCAS Student Hub or the Find an Apprenticeship website to search for apprenticeships.	All Students are using the UCAS Student Hub or the Find an Apprenticeship website to search for apprenticeships.	Once registered, visit the North East Ambition Early Connect website to share with students, parents & carers and colleagues.

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Increasing awareness of early connect					
3	Information about Early Connect has been shared with parents and carers.	We have not yet shared information about Apprenticeships and/or the Early Connect pilot with parents and carers.	We have shared some information about the Early Connect with our parents and carers through our website / newsletter.	We have scheduled regular updates to parents and carers about the Early Connect pilot.	Visit the North East Ambition Early Connect website
4	Our school/college is part of the local Careers Hub and is aware of and participating in the wider Early Connect CPD programme.	We are members of the Careers Hub but have not yet accessed any further support for Early Connect.	We are aware of the CPD programme and we are starting to access the training opportunities and resources.	We are fully on board with the CPD programme. Staff will be attending the training sessions and accessing the resources.	Find out more about the Early Connect CPD programme available via early.connect@northeast-ca.gov.uk

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Exploring apprenticeships					
5	Students feel secure in how to explore and research the different apprenticeship roles and levels.	Students have received some information about apprenticeships as part of the wider careers programme.	We participate in the ASK Programme and have booked a series of workshops and sessions for students throughout the year.	We have a detailed apprenticeship programme in place that encourages students to consider apprenticeships as one of their options from Year 8 onwards.	Book apprenticeship support for your students through our regional delivery partners funded to work with schools and colleges. View delivery partners here .
6	Students are encouraged to consider apprenticeships at all levels, not just degree apprenticeships.	There is some information available for students about the different levels of apprenticeships, covered through assemblies and information leaflets.	We encourage students to learn about and consider apprenticeships by assisting them to research the different apprenticeship standards and levels available.	Students are secure in their knowledge of the different apprenticeship levels. We use our student alumni and other local apprenticeship ambassadors to inspire students to understand and explore the range of apprenticeship levels.	Speak to your local delivery partners or visit North East Apprenticeship Ambassador Network (nean.org.uk)

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Preparing for apprenticeship applications					
7	Staff are confident to include information about apprenticeships into classroom activities through subjects and PSHE/tutorials.	Staff are encouraged and supported to think about how information about apprenticeships could be included within their lessons.	A number of subject teachers include information about apprenticeships as part of their lessons to help students to connect the subject to future employment opportunities.	All subjects include information about apprenticeships and regularly make references to the different career routes and job roles throughout the year.	Access the apprenticeship resources hub to see how their subjects are relevant to different types of apprenticeships.
8	Students are supported to prepare for apprenticeship recruitment processes. E.g. managing deadlines, interview techniques, assessment centres etc.	Students are broadly made aware of recruitment activities and are supported to prepare a CV.	We participate in the ASK Programme and have booked a series of workshops and sessions for students throughout the year including mock interviews and assessment centres.	We have a detailed programme in place that supports students to prepare for employment, including how to navigate the many different application processes that they may encounter.	Book apprenticeship support for your students through your local delivery partners funded to work with schools and colleges. View delivery partners here .

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Sharing information with key influencers about apprenticeships					
9	Parents and carers receive regular information about apprenticeships.	We have information on our website about apprenticeships that parents can access.	We try to include information about apprenticeships as an option at post-16 and post-18 events with parents and carers.	We regularly share information about apprenticeships with parents and carers throughout the year in a number of different ways, including events, workshops and through newsletters and the website.	Share the monthly Parent and Carer Pack from the Department for Education. This free resource is written for parents and carers to inform them about useful apprenticeship news and information.
10	Teachers and colleagues receive regular information throughout the year about apprenticeships.	We are considering how we can provide information to colleagues throughout the year, including staff INSET and briefings.	We try to include information about apprenticeships within staff INSET and staff briefings.	We ensure that information about apprenticeships is integrated into the staff calendar, providing opportunities for staff CPD and awareness raising.	Staff are encouraged to sign up to receive regular information about apprenticeships. To sign up for the monthly ASK Programme email: hello@amazingapprenticeships.com To sign up for the weekly North East Early Connect Bulletin newsletter email: goodcareers@northeast-ca.gov.uk