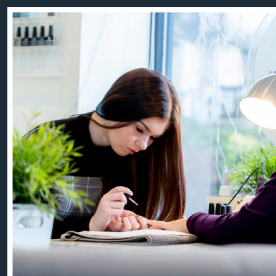


APPRENTICESHIPS

**WITH CRAVEN COLLEGE AND
TYRO TRAINING (SCARBOROUGH)**



A GUIDE FOR EMPLOYERS & STUDENTS

OFSTED '**OUTSTANDING**' 2016 & 2018

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TAXASSIST – KEIGHLEY, BINGLEY & ILKLEY

Our Craven College Apprentices have made a huge and beneficial impact on our accountancy practice over the last eight years. The Apprentices have enjoyed exam success as well as personal development and our clients have benefitted from their service.

OFSTED 2018

The Apprenticeship Manager, Co-ordinators and Assessors have an exceptional understanding of their Apprentices, and they work closely with them to provide very high quality support and training.

Apprentices benefit from high-quality workplaces and very supportive employers.



EMPLOYERS - GET HIRING

WHY CHOOSE CRAVEN?

In February 2018 Ofsted rated the Apprenticeships provision at Craven College as 'Outstanding' for the second time. As such, our Apprenticeship Team are confident that we can offer you expert advice and support when employing apprentices within your business.

Our **FREE** professional services will help you with:

- Levy advice
- Identifying development opportunities
- Employment advice
- Co-ordinating high-quality training
- Recruitment services
- Ongoing support and guidance

THE CRAVEN COLLEGE COMMITMENT

Our highly experienced Apprenticeship team are on hand to support employers right through from recruiting keen and enthusiastic local candidates, to the achievement of their qualifications.

We can also help you identify existing members of staff that might benefit from Apprenticeship training in line with their training and development needs. An Apprenticeship Co-ordinator is always available to deal with any issue you may have and we guarantee a professional and prompt service.

APPRENTICESHIP LEVY

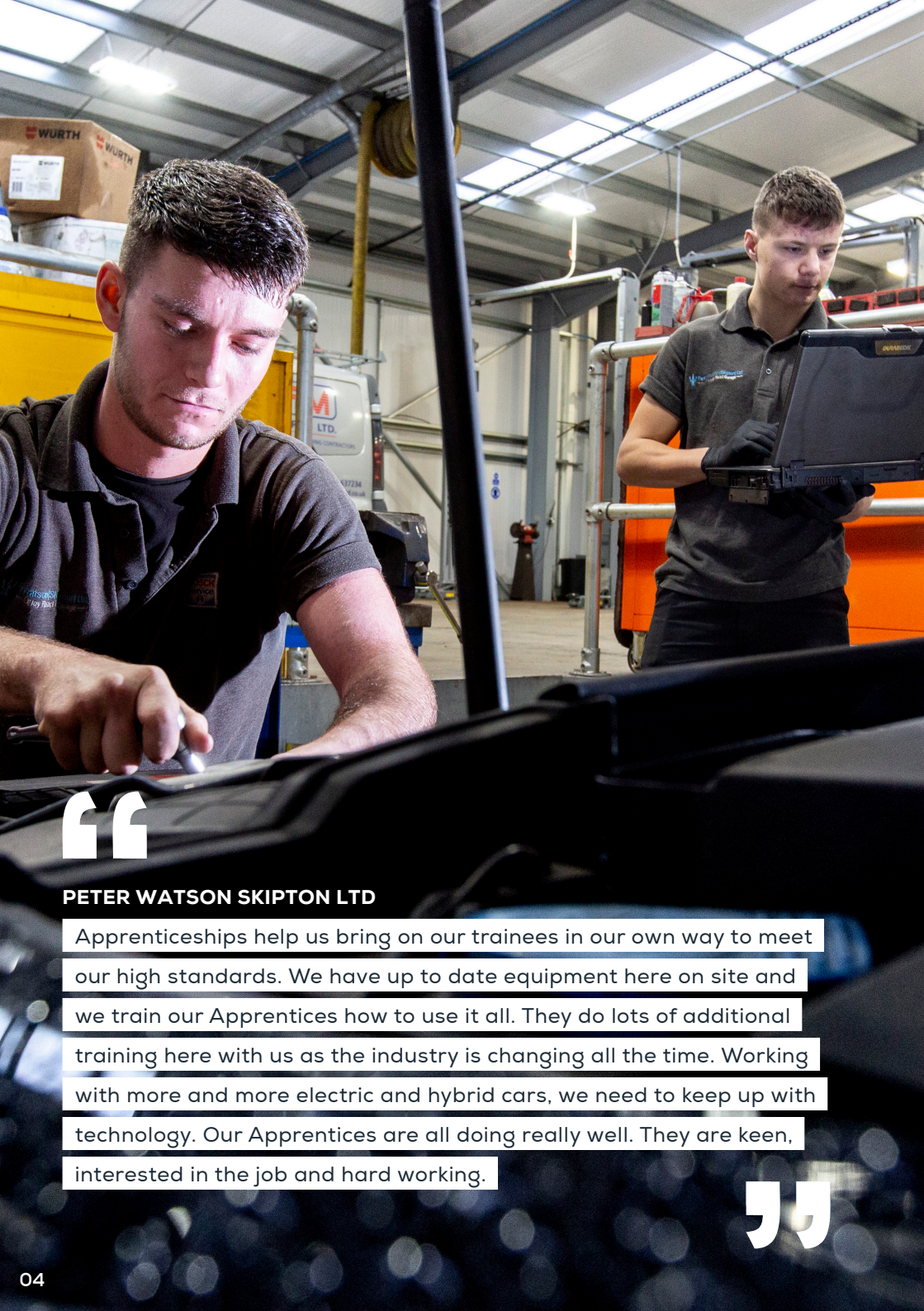
If you are a larger employer, you may now be paying the Apprenticeship Levy. Craven College offers a free consultation to discuss how you can maximise the use of your levy funds through employing Apprentices or developing existing staff through Apprenticeships.

NON-LEVY BUSINESSES

Non-levy paying employers are required to pay a 5% 'co-investment' towards the Apprenticeship training costs with the Government covering the other 95%. However, smaller organisations employing fewer than 50 people employing a 16-18 year old will get 100% of the funding for their Apprentice and will not need to make a contribution to the training.

Craven College has costed each element of the Apprenticeship including 'End Point Assessment' to ensure clear, consistent and competitive pricing without compromising on the quality of delivery and level of support we provide.

For more information on funding and Apprenticeship costing, go to our website: www.craven-college.ac.uk/employers/apprenticeships-for-employers



PETER WATSON SKIPTON LTD

Apprenticeships help us bring on our trainees in our own way to meet our high standards. We have up to date equipment here on site and we train our Apprentices how to use it all. They do lots of additional training here with us as the industry is changing all the time. Working with more and more electric and hybrid cars, we need to keep up with technology. Our Apprentices are all doing really well. They are keen, interested in the job and hard working.

APPRENTICES - GET HIRED

WHY CHOOSE CRAVEN?

Apprenticeships are designed to help people begin a career or to progress in their chosen vocation, learn practical skills and achieve nationally recognised qualifications whilst earning a wage. Businesses need employees for the future who can combine technical knowledge with practical skills. We can help you find the right employer and provide support and training throughout your Apprenticeship.

THE FIRST STEP

Get in touch and let us know that you are looking for something. We can book you in for an interview and discuss your options, answer your questions and advise you how to proceed.

Apply online: <https://apply.craven-college.ac.uk> or contact the Apprenticeship Team directly – see page 11.

CV

In most cases, your CV is the first thing an employer will see and may be the deciding factor as to whether they will consider you for an interview. Make sure your CV is up to date, clear and concise and best represents you personally and professionally. Our Apprenticeship Co-ordinators will help you with this.

INTERVIEW

We do not 'place' Apprentices into businesses. You will be required to go for an interview with your potential employer. You will be up against other candidates so your presentation and responses to questions in an interview are vitally important in helping you secure the job. You will be given interview tips and advice from the Apprenticeship Team but the rest is up to you!

SUPPORT

Once you have the offer of a job, you will be allocated a Co-ordinator who will support you through your Apprenticeship journey. Your Co-ordinator will be there to ensure you are on track with your learning and you are safe and happy at work. They will monitor your progress in College and the workplace to ensure you achieve your qualifications as well as your personal and professional development.



“

DANIEL DUERDEN - AGRICULTURE APPRENTICESHIP - MOUNTAIN FARM

I have really enjoyed doing the Apprentice scheme as I have been able to do my qualification whilst earning money and doing the job I love. I would much rather be working outdoors than sat in a classroom as I am a practical person. I did my Level 2 Apprenticeship on another farm and enjoyed the experience of working somewhere else and learning how other farms work. I am now back at home on the family farm doing my Level 3 Apprenticeship which is showing me how the farm works as a business and helping me work towards my goal of one day taking over from my dad and running the farm.

”

PROSPECTS

Employers are recruiting Apprentices to grow, develop and become their future workforce. There is a lot of time and effort required in training an Apprentice so, in most cases, an employer will offer their Apprentice a permanent role on successful achievement of the Apprenticeship. However, in some cases where this is not possible, the Apprenticeship Team will offer advice and guidance to help source alternative employment in your chosen industry.

ENTRY REQUIREMENTS

Apprentices must be 16 years old or over. There is no upper age limit. To study an Apprenticeship at Craven College you ideally will have three GCSEs 9-3 (A*-D), in some cases including Maths & English. Alongside these general entry qualifications, each Apprenticeship may have its own specific entry requirements. All Apprenticeships require an interview and experience will be taken into consideration.

APPRENTICESHIP RATES OF PAY

You will be guaranteed at least the National Minimum Apprenticeship Wage www.gov.uk/national-minimum-wage-rates

Many employers pay more or may decide to increase the rate of pay throughout the Apprenticeship based on performance and progression. If, after 12 months of being on an Apprenticeship, you are over 19 years old, your rate of pay will increase to at least the minimum rate for your age.



JAMES PILMER - BUSINESS APPRENTICESHIP - MINSTERGATE PEUGEOT

A Levels at Scarborough College didn't suit me, so I chose a Business Apprenticeship instead with a view to progressing into a Business Management role. I enjoyed the practical experience of staff and customer service at the same time as gaining the same level of qualification as an A Level course. I have just won the Peugeot Brand Ambassador competition after 2 days of competing in Coventry and I now get to go on a trip to New York!



OUR APPRENTICESHIPS

APPRENTICESHIP	SKIPTON	SCARBOROUGH
Business		
Accounting	■	■
Business Administration	■	■
Customer Services	■	■
Management		
Team Leader/Supervisor	■	■
Digital		
Infrastructure Technician	■	■
Software Development Technician	■	■
IT Solutions Technician	■	■
Construction		
Painter & Decorator	■	
Plasterer	■	
Bricklayer	■	
Carpentry & Joinery	■	
Property Maintenance Operative	■	
Land-based		
Agriculture (Stockperson)	■	
Horticulture (Landscape Operative)	■	
Countryside Worker	■	
Engineering		
Motor Vehicle Service & Maintenance Technician	■	
HGV Service & Maintenance Technician	■	
Land-based Service Engineering Technician	■	
Hair & Beauty		
Beauty Therapist	■	
Hairdressing & Barbering	■	
Nail Services Technician	■	
Catering & Hospitality		
Commis Chef	■	■
Chef de Partie	■	■
Hospitality Team Member	■	■
Hospitality Supervisor	■	■
Childcare		
Early Years Educator	■	■

Visit www.craven-college.ac.uk for factsheets on each Apprenticeship.



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JOSHUA ROOT, CHEF DE PARTIE - NORTHCOTE

The Apprenticeship scheme has helped me massively, mainly developing my skills with knives and my knowledge of the industry. Northcote advised me to choose Craven College as my place to study because they have some of the best facilities to train young chefs to become a Commis or a Chef de Partie. When I first was shown the College I was amazed by the learning kitchens and how similar they are to the restaurant kitchens I am used to.

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SQUASHED PIXEL, KEIGHLEY

As a technical company that strives for the highest quality for our clients we were a bit nervous about taking on an Apprentice but at the same time we're keen to nurture new talent. We had no need to worry, Craven College exceeded our expectations regarding the quality of candidates. Throughout the last year Craven College have not only supported our Apprentice in his course but have been there for us as a company new to this process, ensuring we met all requirements without impeding on the running of our day to day business.

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CONTACT - GET IN TOUCH

If you are interested in finding out more about Apprenticeships at Craven College and would like to speak to someone regarding our free services or you need help to find an Apprenticeship, please do not hesitate to contact us.

SKIPTON APPRENTICESHIP TEAM

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Gargrave Road
Skipton
BD23 1UX

01756 693 681 | apprenticeships@craven-college.ac.uk
www.craven-college.ac.uk

SCARBOROUGH APPRENTICESHIP TEAM

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www.tyrotraining.co.uk/apprenticeships

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 @apprenticexpert



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TYRO TRAINING
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