

# Apprenticeships that are Accessible

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# Accessible Apprenticeships

- Term used for explanation purposes only – all apprenticeships should be inclusive and accessible.
- For the purpose of this presentation – ‘accessible apprenticeships’ refers to apprenticeships for individuals with special educational needs and disabilities – in adulthood referred as individuals with learning difficulties or disabilities and/or Autism.

# Why encourage apprenticeships?

Apprenticeships ensure a person learns the skills, knowledge, behaviors and values required in the occupation they have chosen while working and training in the role.

Apprenticeships also encourage progression within the workplace – this could mean progressing to a higher-level apprenticeship, securing permanent employment, taking on more responsibilities and a pay increase.



## Routes to apprenticeships

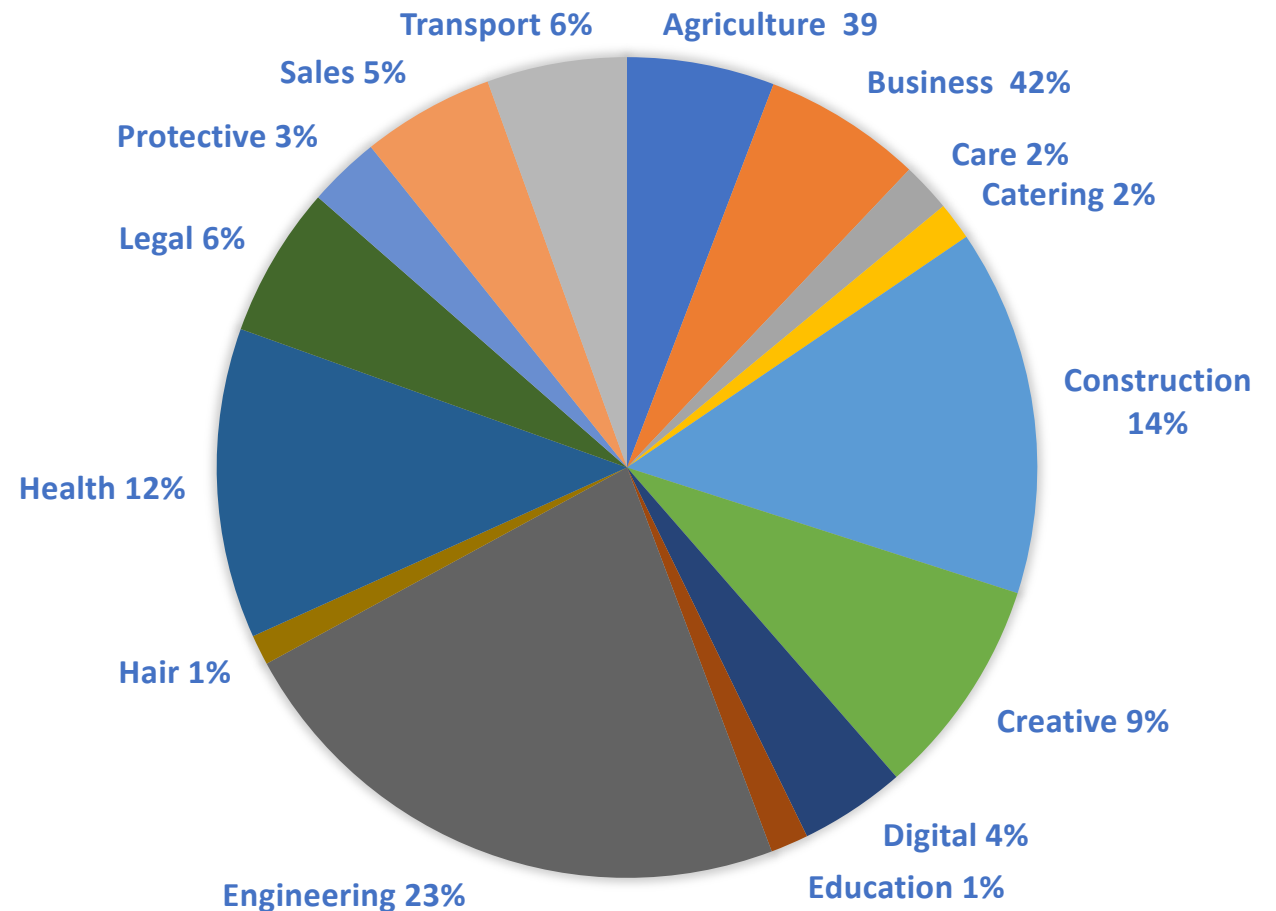
- Pre employment programmes that offer work experience.
- Traineeships.
- Supported Internships.
- Supported employment services.
- People who have some work experience and they wish to progress to a higher role or into further education.

# Apprenticeships by sector

There are 15 apprenticeship sectors

- Agriculture, environmental & animal care
- **Business and administration**
- **Care services**
- Catering & hospitality
- **Construction & built environment**
- Creative & design
- Digital
- **Education & early years**
- Engineering & manufacturing
- Hair & beauty
- **Health & science**
- Legal, finance & accounting
- Protective services
- Sales, marketing & procurement
- Transport & logistics

**% OF TOTAL APPRENTICESHIPS BY SECTOR**



# Let's hear from an apprentice.



# Apprentice Journey

Preparation for employer, provider, supported employment and apprentice, co-ordination of services to ensure holistic support.

## Application

Information  
Application & Eligibility Check  
Assessments  
Induction

## On Programme

Off the Job Training  
Standard, Accredited Diploma or other.  
English and Math's

## Assessment Gateway

Preparation for Assessment  
On-programme evidence of 100% Achievement  
Confirm ready - EPA

## EPA Example

Observation of practice  
Multiple choice exam  
Reflective journal & interview

## Completion

Achievement & Certification progression

Additional support/reasonable adjustments.

# Inclusive apprenticeship model





# Apprenticeships that are inclusive have flexibilities.

- May be part time – apprenticeship timeframe is extended.
- Individuals with learning disabilities/SEND – can achieve entry level 3 in Math's and English as part of their apprenticeship, rather than level 1 and level 2 right up to Degree level apprenticeships if a high level of English and /or maths is not essential to the role itself.
- Additional support for example a job coach.
- Reasonable adjustments for assessment can be made for example:
  - Extra time allowance
  - Reader
  - Scribe
  - Timed rest breaks etc.

# Identifying Additional Needs

Providers tend to take responsibility for identifying and assessing support needs.

This is done both at recruitment and throughout the apprenticeship programme using a combination of evidence assessment for example:

asking for an EHCP

formal testing (such as Functional Skills initial assessments) to identify learning support needs

wider questioning on home-life characteristics to identify social support needs,

This includes any additional support that enables individuals to meet the learning-specific on-the-job and off-the-job components of their apprenticeship.



# Additional Learning Support

**Learning support needs**: Support required by an apprentice for them to meet the learning requirements of the apprenticeship. This may include apprentices with 'diagnosed' LDDs; apprentices with 'undiagnosed' LDDs; and apprentices who do not have an LDD but require additional support in order to meet the learning requirements of the apprenticeship.



# Access to Work

There is also additional funding to support young people in their paid apprenticeship through Access to Work. Access to Work is a publicly funded employment support programme that aims to help more disabled people start or stay in work. It can provide practical and financial support for people who have a disability or long-term physical or mental health condition. Support can be provided where someone needs help or adaptations beyond reasonable adjustments. Apprentices with a disability can get help paying for support they may need because of their disability, and these include:

- Aids, equipment and adaptations in the workplace;
- Travel to and in work;
- Communication support at interviews;
- Support workers; • Job coaches; • Interpreters

# The apprentice

Apprentice



Work ready?  
Employability skills?  
Vocational profile?  
Reasonable adjustments?  
Risk assessment?  
Travel trained?  
Local Authority?  
EHCP review?  
Wider services?  
Initial assessments math's  
and English?

# Level of support - coach

Apprentice



Skills and Development Coach.  
Involved from beginning.  
Information, advice and guidance.  
Application, neuro-diversity assessments  
Induction.  
Support plan, programme plan, skills plan – including reasonable adjustments.  
Coaching model usually biweekly.  
Facilitates formal progress reviews every 10-12 weeks with apprentice, employer and job coach.  
Reports on ECHP reviews.  
Creates bespoke resources to meet individual needs.  
Measures and captures distance travelled.  
Embeds end point assessment preparation throughout.

# Level of support - employer

Apprentice



Employer.  
Position identified – recruitment/selection process inclusive?  
Usual contract/health and safety/risk assessment prestart.  
Disability awareness training?  
Allocates a mentor to support with team working /integration.  
Induction plan – may be extended.  
off the job – links to skills plan  
Employer or mentor meets with skills and development coach, apprentice and job coach every 10-12 weeks to review skills plan, programme and progress.  
Commitment to support with end point assessment and confirmation of readiness.  
Permanent job opportunity?

# Level of support – Job coach

Apprentice



Job Coach.  
Skilled in systematic instruction.  
Has experience of sector or spends time gaining experience to support.  
Is the connection between Employer and apprentice ensuring apprentice is integrated within the team and is developing the required skills to be independent and valued to lead to permanent job.  
Participates in review of skills plan during formal progress review.  
Constant communication with skills and development coach.  
May support during end point assessment – identified reasonable adjustment.



# Level of support – Functional Skills

Apprentice



Functional skills tutor.  
Involved from beginning.  
Initial assessments.  
Support plan, programme plan,  
including reasonable adjustments.  
Coaching model usually biweekly.  
Reports into formal progress reviews  
every 10-12 weeks  
Reports on ECHP reviews.  
Creates bespoke resources to meet  
individual needs.  
Measures and captures distance  
travelled.

# Lets hear from an apprentice.....



# Thank you

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