

Apprenticeships

In Partnership with



Who is Lifetime Training?

Over **25 years'**
experience

National
expert team

88%
overall learner
satisfaction

Training over
20,000 learners
per year



**The Learning
Excellence
Award 2021**

Recognising
our innovative and
effective programmes



Best Companies

1 star status signifying
'very good' levels of
workplace engagement



**Top Training
Provider 2021-2022**

Awarded to Lifetime
based off learner
feedback two out
of three years



PRINCESS ROYAL
TRAINING AWARD

**Princess Royal
Training Awards**

Outstanding training
and skills development
programmes for our
Learning Coaches



**BAME
Apprenticeship
Alliance Patron
Members**

Demonstrating our
commitment to
increase apprenticeship
diversity nationally

Delivering expert training in the following areas

Leadership and
Management

Customer Service and
Business Administration

HR and L&D

Project Management
and Coaching

Data Analytics

Benefits of an Apprenticeship

1.

Brings the latest industry knowledge and practice into the business

2.

Clear career pathway for colleagues

3.

Retention of colleagues

4.

Improve company image and reputation

5.

Enhanced team performance and productivity

6.

Attract talent & increase diversity

7.

NI Savings (16-24 year olds) and government incentives

8.

Save on cost by utilising the funded levy

9.

Develop skills, increase engagement and confidence



Apprenticeship Myth Busters

Apprenticeships are not equivalent to traditional education

The apprenticeships we offer are equivalent to the below qualifications:

- Level 2 – Equivalent to x 5 GCSEs.
- Level 3 – Equivalent to x 2 A Levels.
- Level 4 – Equivalent to Foundation Degree.

Apprenticeships are only for school leavers

Apprenticeships are open to anyone over the age of 16 who has lived in the UK for over 3 years. They must not be in any other full time education.

Apprenticeships are only for new staff coming into the business

We can support with apprenticeships for both existing and new staff.

Apprentices are paid less

An apprenticeship is a form of training and a way to upskill staff. This does not need to be reflected in the wage. Although the apprenticeship wage is available if the business chooses it.

20% off-the-job training means one day at college a week

Off-the-job training is flexible and captured within the workplace.

Apprenticeships are designed by the government

Apprenticeships were designed by industry leaders in each sector called the 'Trail Blazers'.

The employer is responsible for evidencing 20% off-the-job training

Lifetime are responsible for capturing and evidencing this with the support of the learner's manager.

I already have a qualification so I can't apply

Learners can apply as long as the qualification is not in the same subject area they would like to do the apprenticeship in, or is a different level than the subject.

Fully Managed Service



Apprenticeships for Your Teams





Early Years Practitioner Level 2

Overview





Early Years Practitioner Level 2

Overview

The Early Years Practitioner Level 2 apprenticeship provides a great training opportunity for team members working in a range of private and public settings. Such as: full day care, children's centres, pre-schools, reception classes, playgroups, nursery schools, home based provision and local authority provision who deliver the Early Years Foundation Stage (EYFS) requirements set by government for the learning, development and care of children from birth to five in both indoor and outdoor environments.

Key responsibilities may include:

- Support children's learning
- Assist with the care needs of the individual child
- Contribute to the health and safety of the children, staff, and others on the premises
- Support the observation and assessment of each child
- Ensure that they recognise when a child is in danger and/or at risk of serious harm or abuse
- Work as part of a team

Programme delivery

Programme length

14 months (on average) plus End-point Assessment (EPA).

Delivery method

Programme delivered through Lifetime's blended learning approach

Blended learning

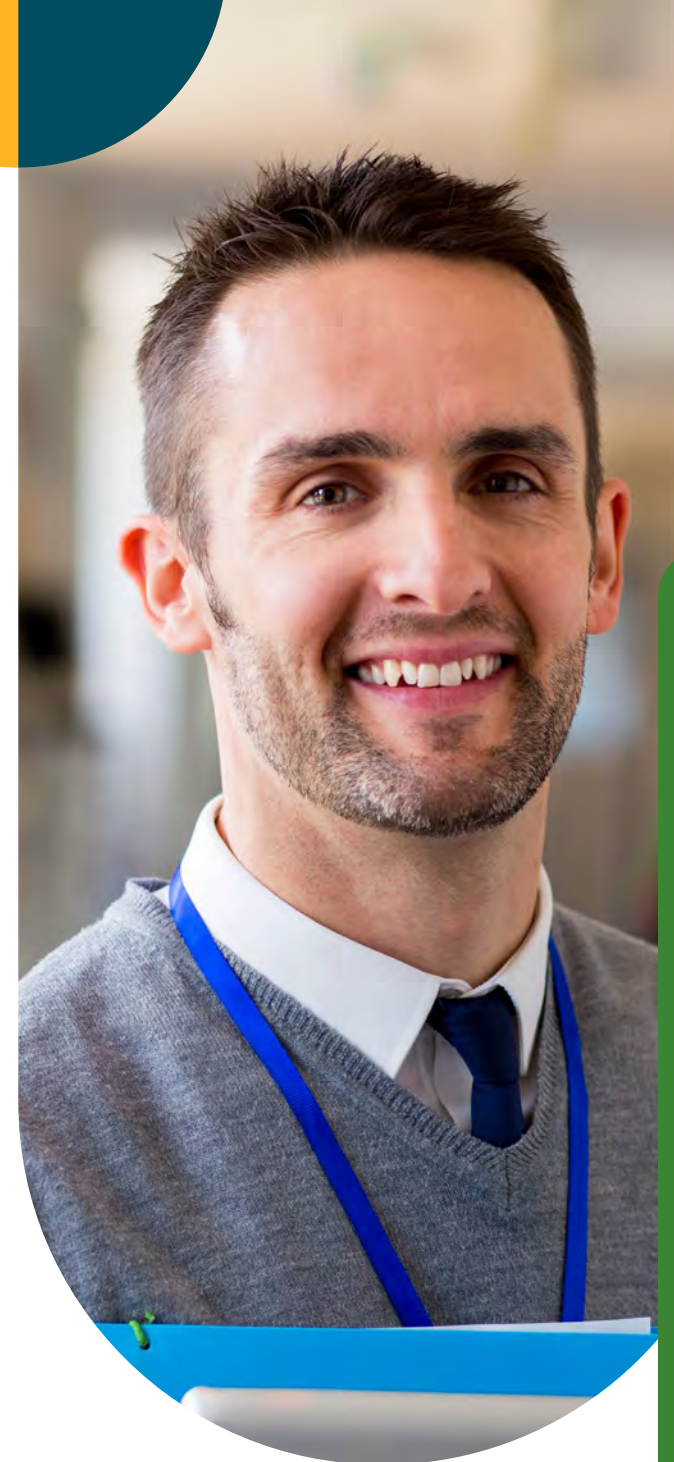
Facilitated learning: Learners complete learning sessions with their Lifetime Learning Coach every 4-6 weeks.

Self-study: Learners are expected to carry out self-study using Lifetime's online learning platform.

Virtual sessions: Carried out between the Learners and their Lifetime Learning Coach.

Contact: Learners have access to their Learning Coach via email, phone and online learning platform.

Practice assessments: Learners will complete practice and mock assessments at agreed milestones across the programme.



Programme modules

The delivery model is broken down in the following 7 topics:

1. The Role of the Early Years Practitioner

2. Child Development

3. Health and Safety in Early Years

4. Supporting Children's Wellbeing

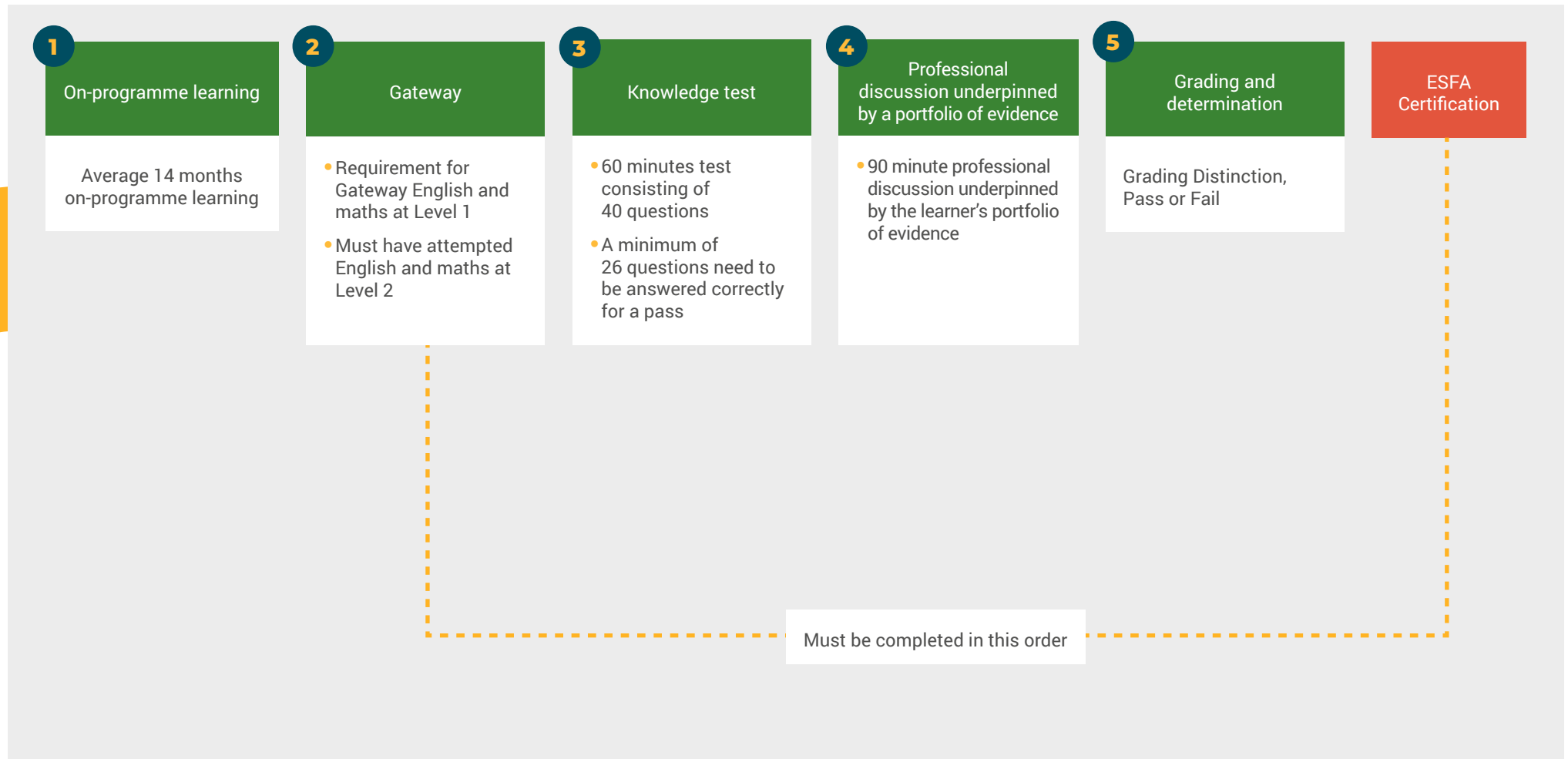
5. Working within the Early Years Foundation Stage

6. Supporting Children with SEN and Partnerships in the Early Years

7. Protecting Children in Early Years



End-point Assessment journey





Early Years Educator Level 3

Overview





Early Years Educator Level 3

Overview

The Early Years Educator Level 3 apprenticeship provides a great training opportunity for team members working in a range of private and public settings. Such as; full day care, children's centres, pre-schools, reception classes, playgroups, nursery schools, home based provision and local authority provision who deliver the Early Years Foundation Stage (EYFS) requirements set by government for the learning, development and care of children from birth to five in both indoor and outdoor environments.

Key responsibilities may include:

- Planning and supervising child-initiated and adult-led activities, based around the needs and interests of each individual child
- Meeting the care needs of individual children such as, feeding, changing nappies and administration of medicine
- Ensuring each child feels safe and secure
- Supporting children to develop numeracy and language skills through games and play
- Observing children and adapting and shaping their learning experiences
- Working in partnership with other colleagues, parents and/or carers or other professionals to meet the individual needs of each child

Programme delivery

Programme length

15 months (on average) plus End-point Assessment (EPA).

Delivery method

Programme delivered through Lifetime's blended learning approach

Blended learning

Facilitated learning: Learners complete learning sessions with their Learning Coach every 4-6 weeks.

Self-study: Learners are expected to carry out self-study using Lifetime's online learning platform.

Virtual sessions: Carried out between the Learners and their Lifetime Coach.

Contact: Learners have access to their Learning Coach via email, phone and online learning platform.

Practice assessments: Learners will complete practice and mock assessments at agreed milestones across the programme.



Programme modules

The delivery model is broken down in the following 9 topics:

1. The Role of the Early Years Educator

2. Child Development

3. Health and Safety in Early Years

4. The Early Years Foundation Framework

5. Safeguarding in Early Years

6. Equality, Diversity and Inclusion

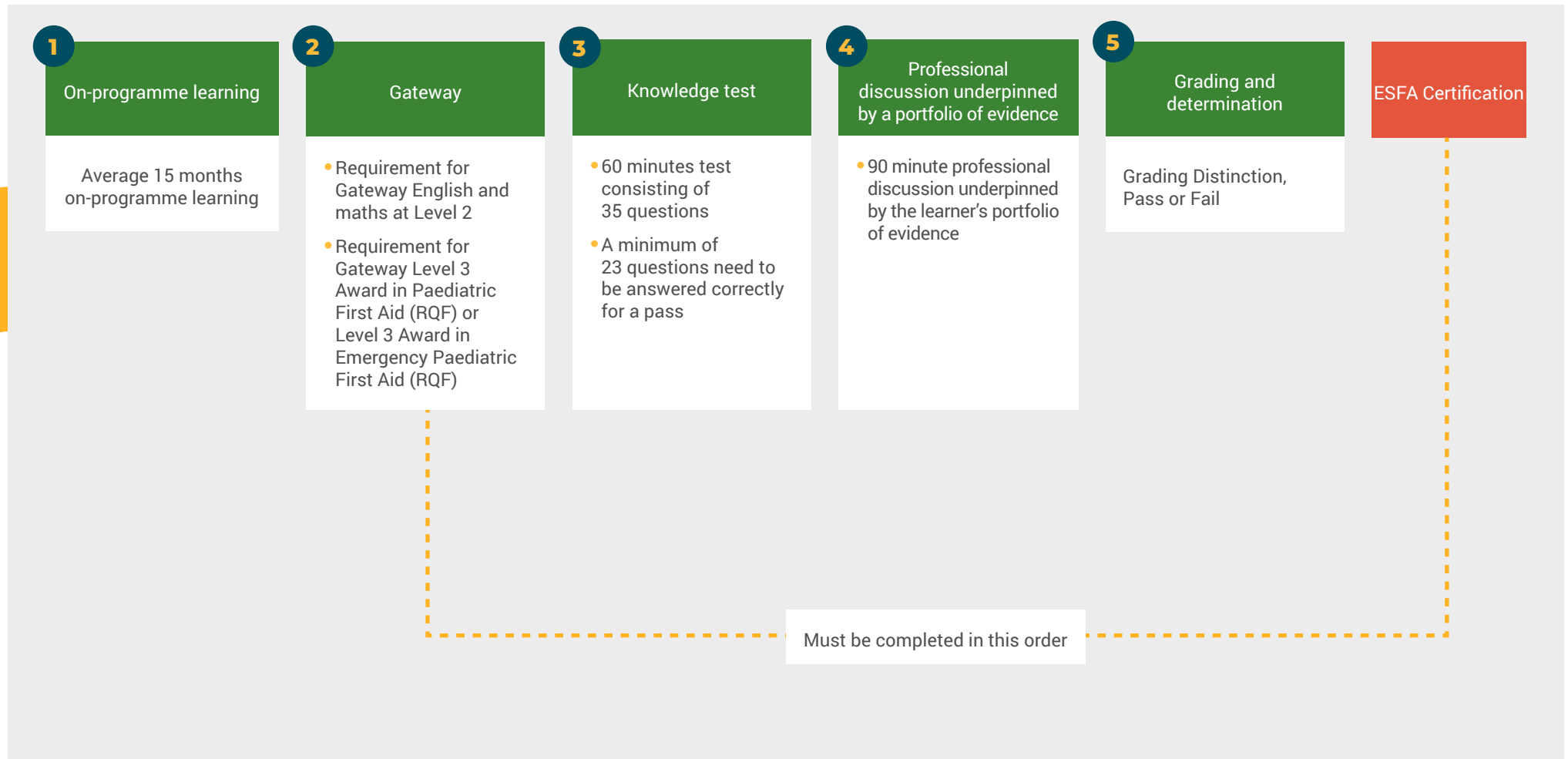
7. Children's Behaviour, Welfare and Care

8. Theories and Philosophical Approaches in Early Years

9. Teaching and Learning in Early Years



End-point Assessment journey





Teaching Assistant Level 3

Overview





Teaching Assistant Level 3

Overview

The Teaching Assistant Level 3 apprenticeship provides a great training opportunity for those who work in primary, special and secondary education across all age ranges, as well as special educational needs, who support a class teacher to enhance pupils' learning.

Key responsibilities may include:

- Supporting the class teacher to enhance pupils' learning in groups or individually
- Contributing to planning and class activities
- Ensuring pupils understand the work set, know their learning objectives and stay on task in order to make progress
- Ensuring pupils thrive in a positive, nurturing, safe environment
- Promoting self-belief, social inclusion and a high self-esteem as an integral part to pupils' well-being
- Taking part in team meetings

Programme delivery

Programme length

15 months (on average) plus End-point Assessment (EPA).

Delivery method

Programme delivered through Lifetime's blended learning approach

Blended learning

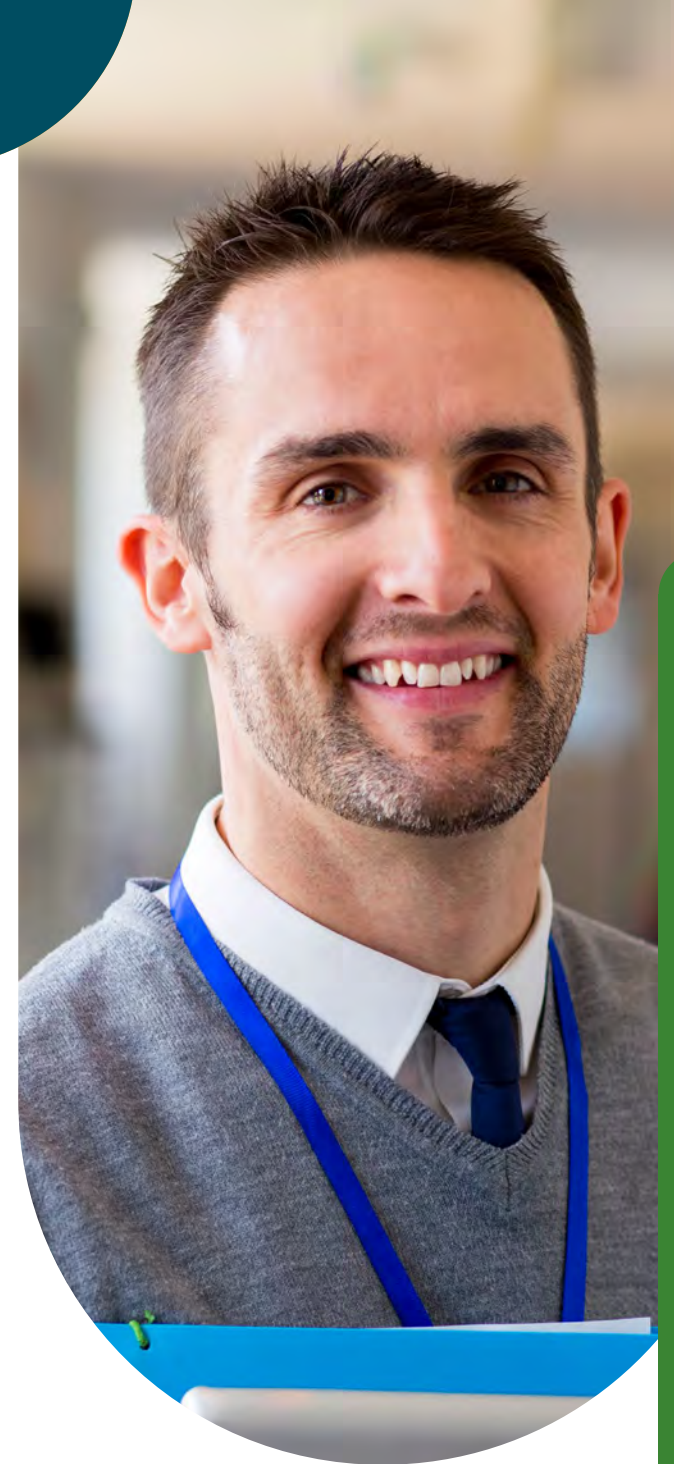
Facilitated learning: Learners complete learning sessions with their Lifetime Learning Coach every 4-6 weeks.

Self-study: Learners are expected to carry out self-study using Lifetime's online learning platform.

Virtual sessions: Carried out between the learner and their Lifetime Coach.

Contact: Learners have access to their Learning Coach via email, phone and online learning platform.

Practice assessments: Learners will complete practice and mock assessments at agreed milestones across the programme.



Programme modules

The delivery model is broken down in the following 9 topics:

1. The Role of the Teaching Assistant

2. Communication, Relationships and Teamwork

3. Equality, Diversity, Inclusion and British Values

4. Safeguarding Children in Education

5. Keeping Children Safe in Education

6. Child Development

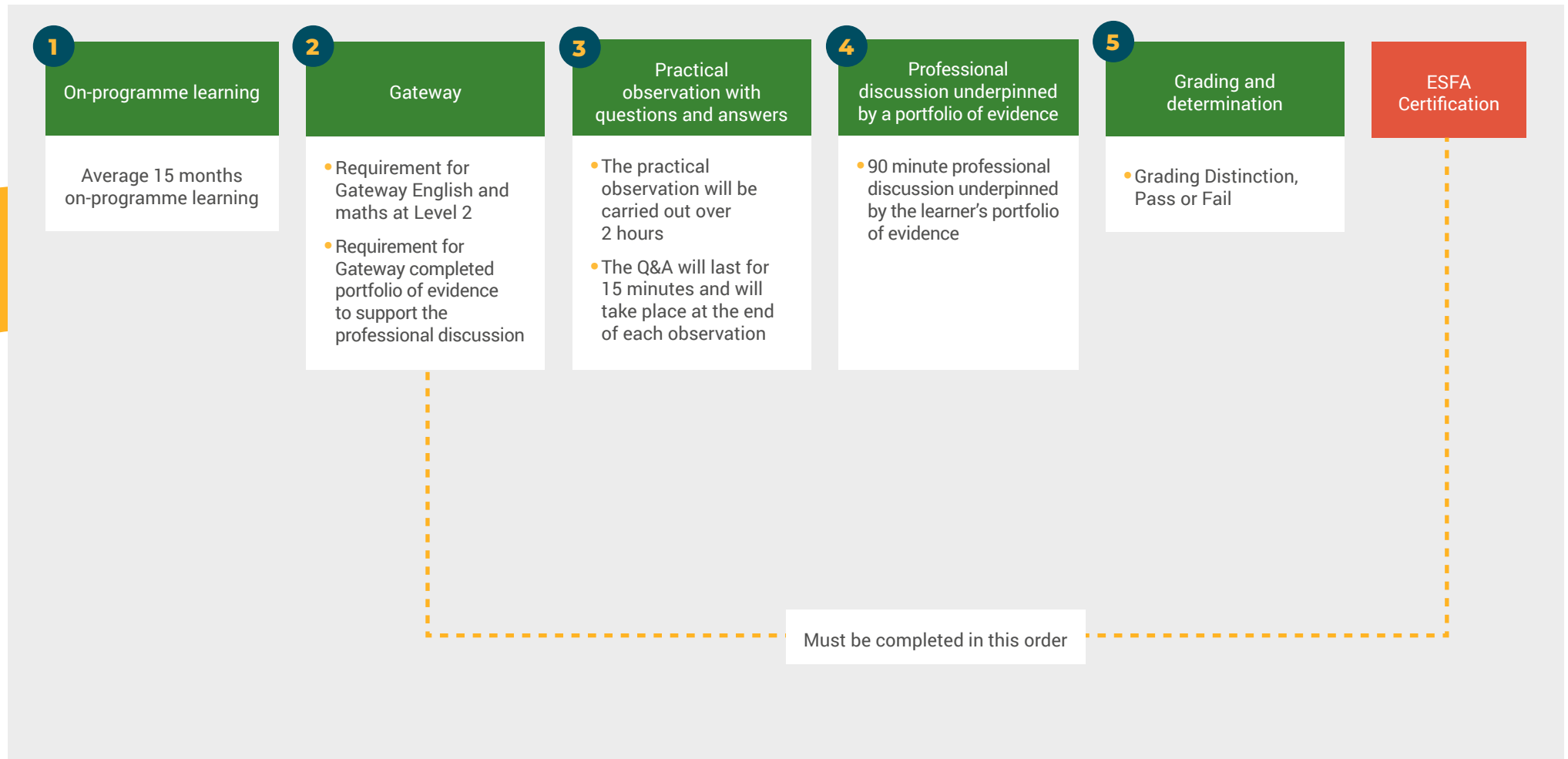
7. Positive Behaviour

8. Teaching and Learning

9. Literacy and Numeracy in Schools



End-point Assessment journey



Supporting Your Learners



Incorporating 20% off-the-job



All off-the-job interactions between the learner and Coach are automatically captured on Aptem. They are organically monitored and visible on the dashboard.

Activities may include:

- Learning new skills by shadowing other members of the team
- Personal development discussions to plan new learning
- Employer induction or training courses relevant to the apprenticeship
- Writing reflective journals
- Role-playing or simulation exercises
- Writing assignments and completing projects
- Industry visits or conference attendance relevant to the apprenticeship

Additional Support for Your Learners

Additional Social Needs

We support learners struggling with a variety of social, emotional and mental health difficulties.

How we support:

- Additional calls when needed
- Provide advice and support
- Self help and CBT guidance
- Virtual learning sessions on topics such as: Personal Finance, Assertiveness and Healthy Living
- Supporting learners with GP initial call
- In extreme cases pay for up to 6 counselling sessions with Wellbeing Solutions Management

Additional Learning Needs

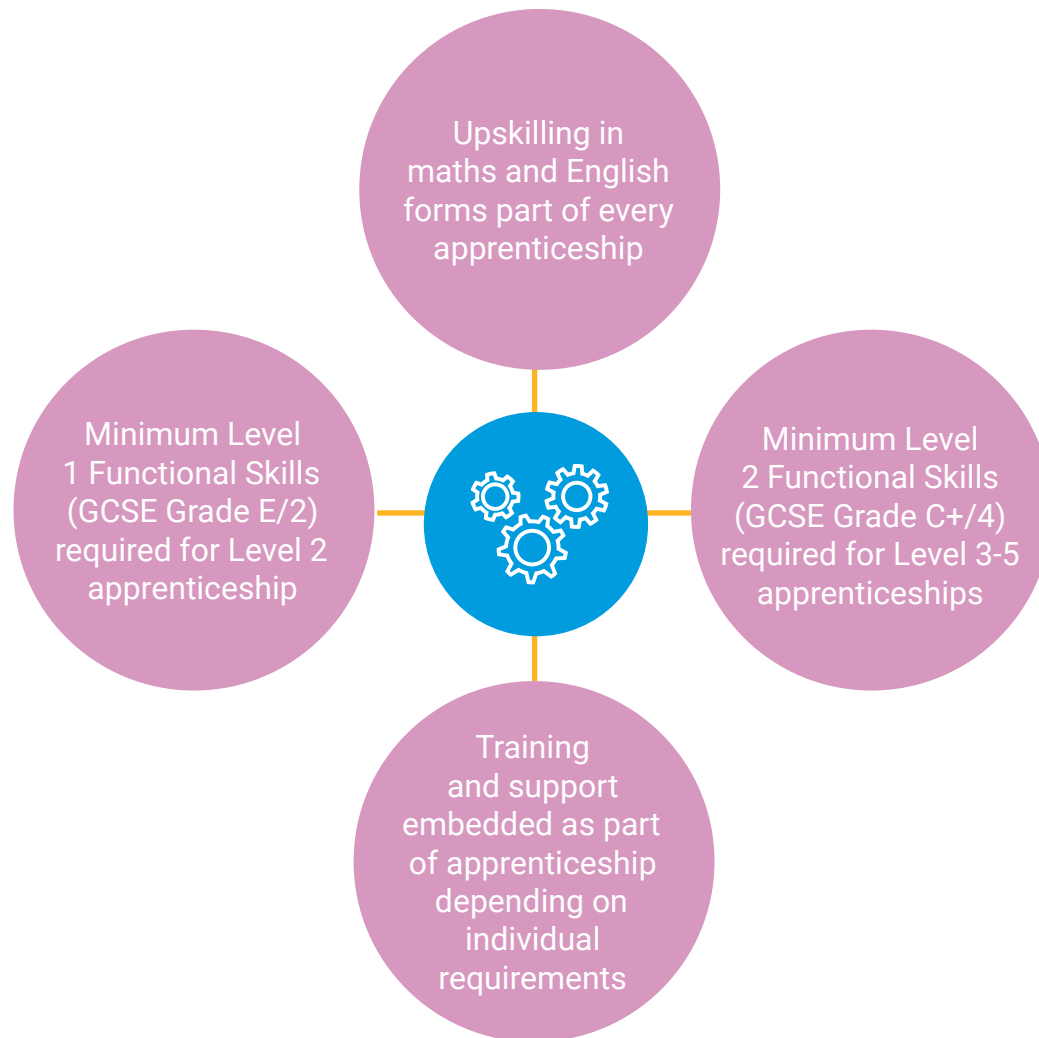
We can support learners who have been formally diagnosed – as well as those who have not but disclose a need for support. Alternatively our coaches can identify and refer learners for support at any stage of the programme.

How we support:

- Coach support via emails, video calls and telephone calls, or in person
- Access Arrangements E.G. additional time or assessments, a person to read text aloud, or a scribe to write for the learner
- Offer weekly Virtual Learning sessions covering learning strategies, coping mechanisms and guidance on maximising learning

Functional Skills

Individuals who do not hold qualifications in maths and English will be supported to achieve these as part of the apprenticeship.



Supporting You and Your Managers

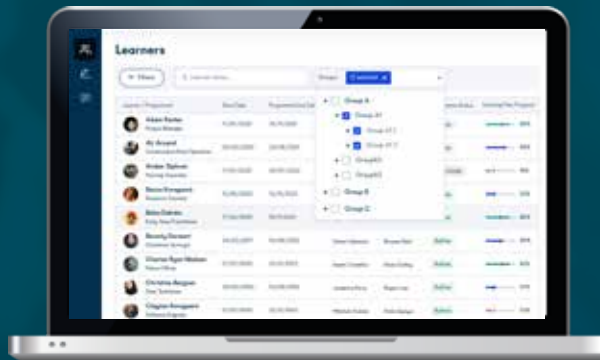


High-Quality Online Platform



Learner

- One system, one login
 - Easy direct communications with Coach
- Clear learning plans



Manager

- No more paperwork
 - Instantly see how learners are progressing
- Visibility of independent and off-the-job learning



HR

- Live real-time reporting
 - Monitor KPIs
- View progression by cohort, programme or site

Manager Support and Commitment

Manager support sessions

- Webinars for line managers
- Outlining benefits of programmes
- Suitability and eligibility
- Commitment and support available

Manager guides

Branded guides bespoke to your organisation containing details of the Apprenticeship Standard, learning platform and reporting.

Aptem

A complete end-to-end eLearning platform that is easy to use with powerful insights and extensive reporting.

Line managers should be committed to:

- Supporting and mentoring their apprentice
- Providing time during working hours for training and development
- Supporting the learner and Coach to capture 20% Off-The-Job Training
- Reviewing progress with the learner and Coach every 4-6 weeks
- Communicating regularly with the Lifetime Coach
- Coaching to develop skills and behaviours aligned to the apprenticeship
- Checking and updating Aptem to monitor learner's work

Learner Support and Commitment

We're here to support your learners:

Support Advisors

Led by our Customer Experience Director and Head of Operational Services, our Customer Support Advisors are focused on resolving learner support issues in one touchpoint. This allows us to achieve:

- One point of contact for learners with queries
- High levels of consistent customer service
- Timely response
- Increased learner retention
- Dedicated support

Life Skills Community

24h access to additional learning resources on topics including Money Skills, Digital Literacy, Online Safety, Equality & Diversity, Employment Skills, Learning & Development Skills, and Mental Health & Wellbeing.

English and Maths Coaches

Specialist English and Maths Coaches (EMCs) to support with Functional Skills. This allows our Learning Coaches to focus on the industry relevant delivery of the programme.

Your learner should be committed to:

- Working hard and pushing forward with own development
- Completing independent learning and development within agreed timescales
- Attending scheduled sessions with Lifetime Coach
- Keeping Lifetime Coach updated with key information and giving 48h notice to re-schedule sessions
- Updating Aptem profile with progression and completed work

Market Leading Recruitment Service

Candidate Led Approach

No. 1

in the UK for
Apprentice
Recruitment

Up to
1,200 applicants
per month

Lifetime's job
board generates
over 40,000
views per month

4,800+
apprentices placed
annually

77%
retention rate for
recruited apprentices

An Inclusive Process

Diversity

Access to diversity champions network, BAME alliance and dedicated recruitment platforms

We are also a BAME Apprenticeship Alliance Patron Member

Inclusivity

Unbiased job adverts utilising language that's inclusive to all people regardless of gender identity, age, race, religion, geography and disability

Social Mobility

Supporting apprentices from diverse backgrounds to enter training and gain further opportunities through apprenticeship training

3 Step Process

1

Manager identifies
suitable vacancy

Informs Lifetime who advertise
position across all channels

2

Lifetime will shortlist
candidates and coordinate
interviews with Manager

3

Manager chooses suitable
candidate and offers position

Lifetime organise sign-up
visit within first few weeks

Thank you for your time.

Any questions?

Please email:

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