



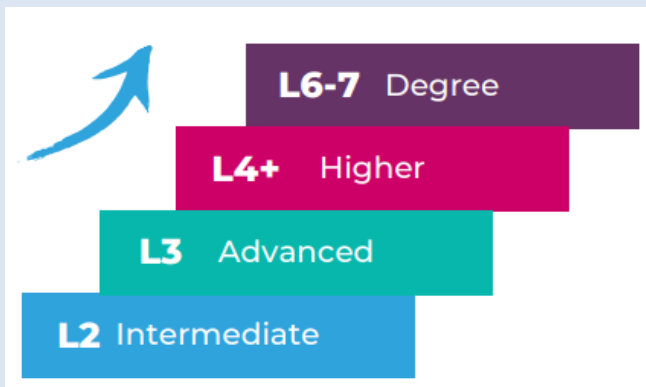
## What is an Apprenticeship?

An apprenticeship is a paid job where the employee both studies to earn a qualification and works to gain valuable work experience. Alongside on-the-job training, apprentices spend at least 20% of their working hours completing off the job learning with a college, university or a training provider which leads to a nationally recognised qualification.

## Apprenticeships – Levels explained

Apprenticeship levels range from level 2 (intermediate) through to level 7 (master's level) in more than 1,500 different job roles.

There are four types of apprenticeship:



### Intermediate apprenticeships / Typical length 12-18 months

Intermediate apprenticeships are typically considered to be the same level as five GCSE passes. Intermediate apprenticeships are a fantastic way to get started with your career in an entry level role within an organisation. They are generally open to anyone with limited or no academic qualifications.

### Advanced apprenticeships / Typical length 12-24 months

Advanced apprenticeships are considered the same level as two or three A level passes. This can be a route for 16 year olds with reasonable academic achievements who don't want to study at sixth form. However many individuals who have completed their A levels or other level 3 qualifications will undertake an advanced apprenticeship as it will enable them to gain experience in the workplace and undertake a variety of different tasks.

### **Higher apprenticeships – Typical length / 3-5 years**

Higher apprenticeships include qualifications at levels 4 and above. They can be suitable for those looking to progress from level 3 qualifications such as A Levels who are looking for another option other than university, or may be the next step for someone who has already completed an advanced apprenticeship.

### **Degree apprenticeships – Typical length / 3-7 years**

Degree apprenticeships are offered by universities and other higher education providers. They contain either a full degree or degree-level qualification and go up to master's level (which is post graduate).

### **Supported Internships**

Supported Internships are an education study programme for young people with learning disabilities aged 16 to 24 with an Education Health & Care Plan (EHCP) or a Learning Difficulty Assessment who want to move into employment and need extra support to do so. They are work-based learning placements within mainstream employment settings. The aim is to secure a job at the end of the placement.

### **Inclusive Apprenticeships**

Inclusive apprenticeships are designed to ensure that individuals with learning difficulties, disabilities, or other barriers to traditional education can access and benefit from apprenticeship programs. These apprenticeships offer a flexible and supportive learning environment tailored to the needs of each individual. Features may include adjusted entry requirements, making reasonable adjustments to the work environment, and looking at the support offered including mentorship and tailored training.

## **What are the statutory requirements for schools?**

### **Provider Access Legislation (PAL)**

Schools need to provide at least six encounters with approved providers of apprenticeships and technical education for their students:

- Two encounters for pupils during the 'first key phase' (year 8 or 9) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'second key phase' (year 10 or 11) that are mandatory for all pupils to attend
- Two encounters for pupils during the 'third key phase' (year 12 or 13) that are mandatory for the school to put on but optional for pupils to attend

Years 9, 11 and 13 need to have had a least two encounters with approved providers of apprenticeships and technical education during that key phase by the 28<sup>th</sup> February. Encounters for year 8, 10 and 12 from February to July are fine.

Full details of the statutory requirements can be found here [Promoting all Pathways | CEC Resource Directory \(careersandenterprise.co.uk\)](#)

## **Local offers/resources to help promote apprenticeships**

**Your Oxfordshire Careers Hub Enterprise Coordinator** – Your Enterprise Coordinator will be able to advise you on what works well to ensure that apprenticeships are promoted as a pathway of choice to students, parent/carers and teachers in your school/college.

**ASK programme** – ASK is a fully funded programme available for schools across England. FutureSmart Careers run the programme in Oxfordshire and schools and colleges can book up to 4 workshops a year,

including assemblies, application workshops, parent/carer sessions or teacher CPD. Please contact [askoxfordshire@futuresmartcareers.co.uk](mailto:askoxfordshire@futuresmartcareers.co.uk)

**Oxfordshire Apprenticeship Ambassadors** – Oxfordshire Careers Hub has over 20 ambassadors currently on this scheme. Schools and colleges are able to book an apprentice to support activities in school such as assemblies, human libraries, sector talks etc. [Ambassadors - OxLEP Skills](#)

**Oxfordshire parents webinar** – Every year the Oxfordshire Careers Hub runs a webinar for parents during National Apprenticeship week (NAW) where they will hear from employers and current apprentices. This year it will be held on 11<sup>th</sup> February 2025 from 6pm-7pm.

**Teachers webinar** – This year, for the first time, the Oxfordshire Careers Hub will be running a webinar for teachers in advance of NAW on the 28<sup>th</sup> January 2025. This 30 min webinar will explain how apprenticeships work, the different levels, as well as an opportunity for teachers to hear from and ask questions of current apprentices.

**Careers Fest twilight session for parents and carers** –With over 70 employers attending, many of whom offer apprenticeships, this is great event for parents and carers to attend. This year it will be on Wednesday 19<sup>th</sup> March 2025 from 4pm-7pm at the Kassam Stadium.

**Intake Talent** – A local recruitment company which specialises in early careers recruitment including apprenticeships. Their offer to schools includes attending careers events, student workshops and parents talks [Schools - Intake Talent](#)

**Oxfordshire Training Provider Directory** – OxLEP Skills has created a training provider directory. Please use this directory to contact training providers who can support you to meet your PAL requirements [Training Providers - OxLEP Skills](#)

**OxME** – This is a site for young people in Oxfordshire. It has a range of information on various topics including apprenticeships <https://oxme.info/earn/get-apprenticeship>

**Oxfordshire Employment** – This team within Oxfordshire County Council facilitate supported internships for the county, which are specifically designed for young people with an EHCP. [Oxfordshire Employment | Oxfordshire County Council](#)

#### Other useful links

<b>Amazing Apprenticeships</b>	<a href="#">Amazing Apprenticeships</a>
<b>Pathway CTM</b>	<a href="#">Schools 2024 - Pathway CTM</a>
<b>Amazing Apprenticeships – Parents Zone</b>	<a href="#">Parent - Amazing Apprenticeships</a>
<b>Find an Apprenticeship</b>	<a href="http://www.gov.uk/apply-apprenticeship">www.gov.uk/apply-apprenticeship</a>
<b>UCAS</b>	<a href="#">Apprenticeships   Learn About Apprenticeships And Find The Right One For You (ucas.com)</a>
<b>Rate My Apprenticeship</b>	<a href="https://amazingapprenticeships.com/higher-degree-listing">https://amazingapprenticeships.com/higher-degree-listing</a>
<b>Apprenticeships for young people with SEND</b>	<a href="#">Supported Internships and Inclusive Apprenticeships   British Association for Supported Employment (base-uk.org)</a> <a href="#">Fact sheet 7: Apprenticeships for people with a learning disability   Mencap</a>