## Parents' and Carers' Pack Apprenticeship Information

Apprenticeships

Edition 24: April 2021











## A new term with new opportunities

### Carolyn Savage, Head of NEET and Youth Engagement

Dear Parents and Carers.

Welcome to the start of the summer term and what may be the last term for your child in education. There are lots of things for you and your child to consider. In this months edition, we recognise Stress Awareness Month and provide a few tips to recognise the signs and ways to support your child through what may be a stressful time of year. We also take a look at the new T Levels digital option, through to the opportunities in completing a Digital Degree Apprenticeship.

Adam tells us about the career path he took from leaving school with no A Level's and he is now completing a Mental Health Nursing Degree Apprenticeship.

We hope this edition provides you with ideas to support your child in their next steps, and answers some of your questions on the support apprentices receive while they complete their apprenticeship.

Carolyn Savage Head of NEET and Youth Engagement Education and Skills Funding Agency part of DfE



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## **Stress Awareness Month: April 2021**

Recognising and supporting stress in young people

Stress Awareness Month is observed in April to highlight the long-term effects stress may have on people and how to better manage it.

#### **Stress comes in two forms:**

#### **Good stress**

Will create an emotion of excitement, feeling energised and up for the challenge set.

This stress can bring on focus and productivity.

### Bad stress

Can leave people feeling less like themselves, and it can take away the process to think clearly.

Long term it, can affect mental and physical health.

Feeling stressed can come on at any time and sometimes when it is least expected. Everyone will react differently to stress and will respond differently to the variety of techniques available. It is about finding what works for the individual.

It is not always easy for a young person to recognise when they are stressed or to admit it. These are the first steps to learn how to manage stress and to gain techniques to help them in the future.

There are many ways stress will expose itself in young people. It may not always be the same.

### Most common signs of stress

- Irritable
- Anxious
- Worried a lot of the time
- Difficulty with concentrating
- Changes in sleeping pattern
- Unusual eating habits
- Avoids others

### Possible causes of stress

- New or ended relationships
- Big, or unexpected life changes, like moving house
- Health issues, either for them or someone close to them
- Difficulties at school or college
- Feeling lonely and un-supported



Always seek medical advice if you are concerned about young persons mental health.



## **Stress Awareness Month: April 2021**

### Recognising and supporting stress in young people

#### Things that can help with stress

There is no real way of eradicating stress. It is a good idea to try out various ways of dealing with stress to identify what works best. Some recommendations can be added to daily routines, such as getting a good sleep and exercising.

Here are a few ideas that you could encourage to lower stress levels.



Setting a realistic plan to complete tasks on time



Having 10 mins breaks to refocus on tasks



Spend time with others to laugh and talk



Reduce time spent here to minimise anxiety

#### Rediscover what it means to be happy

Young people go through lots of changes in their life. Their peer groups, interest and hobbies change, and what they used to enjoy doing may no longer be available for them. Spending time reflecting on what they find fun or what they would like to do can have a positive impact.

Encourage your child to spend 5 minutes thinking about what they enjoyed that day, what they're proud of that day and what they hope to achieve tomorrow.

The moments they reflect on do not need to be big and impressive to anyone else, just themselves.



There is lots more advice on helping young people dealing with stress and anxiety, visit: <a href="https://www.nhs.uk/mental-health/children-and-young-aduts">www.nhs.uk/mental-health/children-and-young-aduts</a>

## Typical interview questions



Example questions to help to prepare for your apprenticeship interview.

The phrase 'practice makes perfect' comes to mind when you think about initially preparing for an interview. We have selected some commonly asked questions and included some guidance on how you can support your child to think about their answers and start to prepare ahead of their apprenticeship interview.

#### **Questions about yourself**

What are your strengths and weaknesses?

How would you best describe yourself?

What skills have you developed from any work experience or previous employment?

Young people can sometimes find it hard to come up with examples of what they are good at. They might also be embarrassed to talk confidently about their strengths and worry that they sound like they're showing off.

Help them to identify their strengths and then practice explaining how they are relevant to the job role.

Are they great team players or leaders? Are they extremely organised? Do they have good digital skills? Are they good at caring for others? What have their teachers & friends said positively about them?



#### Questions about the employer

What research have you carried out about our company?

Why do you want to work here?

What do you know about our products or services?

Employers will expect their candidates to have carried out some research about the company that they are applying to.

They don't have to know everything about the company, but showing that they are interested and have made an effort to find out about the main products and services of the business is important. You can start by looking on the company's website and reading their latest news on social media.

If you really want to stand out, showing that you have gone over and above to learn more will be admired by the employer. For example, if they are a retailer - visit a store and perhaps visit a competitor. What do you notice? If they have won an award recently, what was it for and who else in their sector or industry has won it previously? If they create consumable products - run a taste test and compare the different flavours. Which do you prefer and why?

### Questions about the job

What do you think the main tasks and responsibilities will be?

Are there any aspects of the job description that you're not sure about?

Which parts of the job do you think will be most enjoyable / challenging for you?

When reading a job description, it is useful to go through it and to pick out the different tasks listed and any skills listed that you think are a good match. Then, re-read it and identify anything you don't understand. Your child may want to research certain words, tasks or the specialist equipment that may be used in that work environment.

It is really useful to look online for any apprentice case studies that the company has published, which should provide some more direct insight into what the role is like. Some of these are also filmed so you can see the work environment too.

## Typical interview questions



Example questions to help to prepare for your apprenticeship interview.

#### **Questions about teamwork**

What makes a good team member?

Can you tell me about a team experience that you found rewarding?

Questions about teamwork are included to help the employer to understand how you might fit into the team. Help your child to think about the different aspects to being a team member. Being a good listener is just as important as being an active contributor in tasks and discussions. They should include relevant examples and experiences here too.



#### **Questions about ambition**

Where do you see yourself in 5 years' time?

What motivates you?

Remember, the employer is not looking for applicants to have their whole career mapped out perfectly, they are trying to understand how motivated and ambitious you are.

Think about the opportunities that are likely to be available on completion of the apprenticeship. Employers will be impressed by driven and realistic aspirations, as well as loyalty to the company.

Look at the careers page of the company website and see which job roles are offered. For example, you might like the opportunity to take on your own apprentice so that you can gain supervisory and line management experience. Or you might like to take on more responsibility by moving up to the next level and perfecting your skills further.

#### **Questions about your interests**

**Questions about your interests** 

Which are your favourite subjects?

What do you like to do in your spare time?

What was the last film you watched?

These questions are designed to try and give the employer insight into you as an individual. They aren't just being friendly and chatty - they are also looking for any relevant links back to the job role. Wherever possible, see if you can reflect something about the role in your answer.



## T Levels The New Digital Option

The New Digital T Levels





T Levels are new courses that follow GCSE's and are equivalent to 3 A Levels. They've been co-created with employers and are designed to help students to gain the knowledge and skills needed to successfully move into their desired career.



Through Digital T Levels, students will learn about the potential security risks organisations can face and how to analyse problems and identify solutions through computer programs. The T Level will boost their knowledge in a range of topics within the digital industry, such as:

- Programming
- Coding
- Use of data
- Different platforms of delivery

In addition to the existing T Level 'Digital Production, Design and Development', two new Digital sector T Levels are starting in September 2021.

- Digital Business Services
- Digital Support Services

Each T Level consists of a core element and a specialism. The specialism will build key skills and knowledge in the chosen area.

#### **Industry placement**

The T Level route also allows the student to put everything they learn into practice, with a substantial industry placement of around 45 days. This will give them an amazing opportunity to work with an employer whilst studying and gaining invaluable experience. They will learn key skills that employers are looking for and start building their CV.

#### **Moving on**

Following a T Level, a student can progress straight into a skilled profession or continue their studies with a degree or higher apprenticeship.



#### Find out more

To find out more about Digital T Levels, and the other available T Level courses, visit: <a href="www.tlevels.gov.uk">www.tlevels.gov.uk</a>

## T Levels The New Digital Option

The New Digital T Levels





The Student will be required to choose the Digital T Level most suitable for their interests. The diagram explains the core content and specialist content for the Digital Business Services and Digital Support Services T Levels. Reading through the topics below will help to identify the best route to follow.

#### **DIGITAL BUSINESS SERVICES**

Suitable for students interested in a career as a data analyst, digital marketeer or IT Solutions Technician.



Suitable for students interested in a career as a digital Infrastructure technician or IT support





## BOTH DIGITAL T LEVELS have a core element which covers:

- how digital technologies impact business and market environment
- the ethical and moral implications of digital technology
- using data in software design
- using digital technologies to analyse and solve problems
- digital environments, including physical, virtual and cloud environments
- legal and regulatory obligations relating to digital technologies
- the privacy and confidentiality of personal data
- the technical, physical and human aspects of internet security
- planning digital projects
- testing software, hardware and data
- digital tools for project management and collaboration



## DIGITAL SUPPORT SERVICES core element also includes:

- roles within the digital support services sector
- communication in digital support services
- fault analysis and problem resolution





#### **DIGITAL BUSINESS SERVICES**

The student will cover all of these topics:

- Sourcing, organising and formatting data for analysis
- blending data from multiple sources
- analysing data to support business outcomes
- interpreting data and communicating the results
- discovering, evaluation in applying sources of knowledge



#### **DIGITAL SUPPORT SERVICES**

The student will be required to choose one of the following areas to study:

- Digital infrastructure
- Network cabling
- Unified communications
- Digital support

## Degree Apprenticeships in the Digital Sector

Tech Industry Degree Apprenticeships



#### **High-quality degree apprenticeships**

Tech Partnership Degrees is a not-for-profit organisation that unites employers and universities. It operates Tech Industry Gold, the industry accreditation for digital and tech higher education, creating high-quality degrees and degree apprenticeships.

The standards for the degree programmes are agreed upon by the universities and the employers. Together they create high-quality apprenticeship programmes, meeting industry criteria, teaching the technical and theory elements required to have a successful career in the digital sector.

Read some of the great Tech Industry Gold degree apprentices' stories here.

The degree apprenticeships offered are at BSc and MSc levels. Tech Industry Gold degree apprentices support a wide range of graduate levels in tech roles, including:

- Cybersecurity analyst
- Data analyst
- Business analyst
- Network Engineer
- Software Engineer





#### **Tech Industry Gold Apprenticeship opportunities**

Apprenticeship vacancies can be found, on the government website: www.gov.uk/apply-apprenticeship. Or you can search company websites to see if they are recruiting.

Each Degree Apprenticeship vacancy will be advertised and should provide a description of the job role and the details of the qualification. The recruitment process for any positions will involve the individual meeting the required criteria for the role plus, they will also need to meet the university criteria, to be accepted onto the course.

The apprentice will be employed full time by the company where they are completing their apprenticeship. This does mean when the university closes for holidays, the apprentice will continue to work with the organisation. However, they will be entitled to holiday through their employment rights. Apprenticeships are open to new and existing employees.



#### **More information**

For more information about Tech Industry Gold degree apprenticeships visit: <a href="https://www.tpdegrees.com/degree-apprenticeships">www.tpdegrees.com/degree-apprenticeships</a>

## Understanding an apprenticeship in Construction with Ian Williams





Attracting the future faces of construction and property services

The Ian Williams Academy is an industry-leading programme. The construction, property maintenance and refurbishment sectors underpin our economy and society. Few markets have such an impact on communities across the UK or the same potential to provide large numbers of skilled, well-paid jobs.

With forecasts of £600 billion spend over the next decade, with at least £44 billion of that predicted within housing, it's a vibrant, resilient market, packed with potential for exciting and fulfilling careers.

#### Positive changes to the workforce

However, these markets still attract some out-dated views, conjuring up stereotypical gangs of tough men in hard hats, knee-high in mud on dangerous building sites. Thankfully, that isn't the case. Ian Williams is proud to be at the forefront of these changes.

We are committed to equality and diversity. In the past 10 years, we've seen a positive shift, with the inclusion of more women, tougher health and safety regulations and processes, and technology helping to bring much needed innovation. We are forward-looking and profitable enough to invest continually in technology and Excellence in customer service.



## So how do young people put their first foot on the career ladder in this sector?

lan Williams is one of the UK's largest independetly owned property services companies. Many of their now full-time, directly employed painters, decorators, electricians, plumbers, carpenters, and surveyors, started out as apprentices.

We want tocreate a sustainable workforce, flourishing ith long-term, healthy and productive careers. The lan Williams Academy is an industry-leading programme designed to:

- attract
- retain
- train, and
- develop.

#### Join an Award-Winning Academy

Winning awards is important to us here, at lan Williams. It attracts new people who want to be part of a winning team that focuses on excellence. We feel it can differentiate businesses and signpost to potential apprentices which brands will be the most supportive to kick-starting a career. We are proud to shout about all of our accolades including:

- 2021 National Housing Maintenance Forum Best Apprentice Scheme
- 2021 Apprentice of the Year
- We Invest In People Gold Standard employers Award
- Prestigious Royal Society for the prevention of Accidents (RoSPA President's Award for the past three years for outstanding health and safety performance
- Working closely with the Construction Industry Training Board (CITB).
- Industry leading strategic commitment to 10% of its total workforce being made up of apprentices, who join with a structured training and development plan.



## Understanding an apprenticeship in Construction with Ian Williams





Attracting the future faces of construction and property services

#### **Our Apprenticeship Programmes**

The Ian Williams Academy has delivered close to 4,000 training, personal development days and toolbox talks to help people keep on track to achieve their potential. We provide each apprentice with a nominated individual as mentors who provide regular one-on-one sessions to help keep them motivated.

We also encourage young people looking to start an apprenticeship programme with us to hear from previous and current apprentices and trainees to find out what their experience has been like, in their own words. Our apprentices are truly valued and celebrated in the business, as much as permanent employees. What to expect as an apprentice with lan Williams:

- Attend college one day a week to study their chosen trade
- Work under the expert guidance of our experienced tradespeople
- Develop the skills and behaviours need to progress in your career

lan Williams offers a number of level 2 and 3 apprenticeship programmes. Some of the apprenticeship programmes we offer are:



#### **Carpentry and Joinery**

Whilst working in domestic dwellings, education and commercial sites, individuals will learn to carry out a range of tasks mainly using wood, including measuring and preparing materials, 1st and 2nd fix of building components and repair and maintenance activities. This will include working on doors, window frames, staircases.

#### Levels and Duration:

Level 2 - 24 months Level 3 – 12 months

#### **Minimum Entry Requirements:**

Good numerical and literacy skills to pass the Training Provider's entry assessment. GCSE (or equivalent) grade 4 or above in Maths and English are desirable. The ability to be able to work well in a team, have a flexible attitude towards work and a desire to work in construction.



#### **Painting and Decorating**

Whilst working in domestic dwellings, education and commercial sites, the individual will carry out a range of tasks including preparing surfaces for decoration, using a variety of application methods and products to create the desired finish on both external and internal projects.

#### **Levels and Duration:**

Level 2 - 36 months

#### **Minimum Entry Requirements:**

Good numerical and literacy skills to pass the Training Provider's entry assessment. GCSE (or equivalent) grade 4 or above in Maths and English are desirable. The ability to be able to work well in a team, have a flexible attitude towards work and a desire to work in construction.



#### **More information**

The Ian Williams Apprentice intake programme opens its doors on 5th April 2021 and closes on 23rd May 2021.

www.ianwilliams.co.uk/our-academy

## Apprentice perspective: Life at West London NHS Trust



Meet Adam, a Mental Health Nursing Degree Apprentice

Adam left school without any A-levels but loved his healthcare assistant role and is now a Mental Health Nursing Degree Apprentice at West London NHS Trust.

#### How I got into the apprenticeship

I worked in retail for eight years before deciding I'd like a change of scenery. I worked in security at Broadmoor Hospital for ten months, doing shifts on the wards. I realised then that I'd like to work with patients, so I got a job as a healthcare assistant in West London, which led to my decision to train to become a registered nurse. The trust was taking on nursing apprentices at the time, so I talked to my manager about it and applied for the Mental Health Nursing Degree apprenticeship when it became available.

#### What I do

I'm attending Buckingham New University on block release (one week in five, rather than one or two days every week – it's pretty full-on!) with 13 other nursing degree apprentices from the trust. We're a mixed group of mental health nurses, general nurses and a paediatric nurse. The placements are incredibly varied and you could be doing almost anything!

I have been placed in an acute assessment ward, which was incredibly busy. We had around 15 patients in the ward, so a bulk of the day was spent assisting with meals, clearing side rooms, and also taking part in the multi-disciplinary team meetings with the patients to discuss their current care and pathway.

My second placement was vastly different; I was working with a psychiatric liaison team in an A&E. I really did see another side of mental health care there and really got to see the pressures on services first hand. We would see people who attended A&E with mental health difficulties. We would assess them and then formulate a care plan with them and advise on future care, sometimes referring them onto other services and even sectioning people under the Mental Health Act.

#### The best bits and challenges

It's nice getting together with other apprentices. During group discussions, the general nurse apprentices tell us about their experiences, and we're able to provide a



different perspective about mental health nursing - we're learning from each other. The placements and training are the same as for the non-apprenticeship nursing degree courses and I'm not treated any differently. The only difference is that when I'm not on a placement or at university, I'm contracted to work 37 hours a week on the wards.

#### Career plans and top tips for others

I get great support from my trust, university and managers. I have all the support I need and know who to go to for help if needed. Winning apprentice of the year in the HASO Health Heroes Awards last year was a proud moment. When I first saw the email to say I'd been nominated, I was shocked and was speechless when I read what people had written about me!

#### My advice to others

I'd encourage anyone interested in a career in nursing through this route to apply. I'm only nine months into the apprenticeship, but the bond I have with everyone is incredible. We're very close and I know I will stay in touch with these people for the rest of my life.



#### More information

If you are interested in a career in nursing, please visit: <a href="https://www.healthcareers.nhs.uk/">www.healthcareers.nhs.uk/</a> explore-roles/nursing/studying-nursing



### **Autism Awareness Week**

### Celebrating the talents of others

World Autism Awareness Week is observed 29th March – 4th April 2021. It aims to provide a better understanding of autism and to raise awareness of how we can make schools and the workplace more inclusive, by minimising the stigma and celebrating the strengths and talents of people who are autistic.

Neurodiverse individuals can hold many skills that are beneficial to any business. Some of these skills are:

Creativity	Unique perspective	Good at remembering facts
Innovation	Resilience and perseverance	Attention to details
Problem-solving	Highly logical	Recognising patterns

#### How to help prepare a neurodiverse young person for a traineeship or apprenticeship

What could be done	What are the benefits	
Create an Autism profile	This highlights the strengths and as well as areas where support is needed.  This can be a supporting document at an interview.	
Work experience or Volunteering	This will support the transition from school or college, build confidence and understanding of rules in the working environment.	
Interview skills	Practise interview questions and help prepare answers (see pages 5-6 of this pack)	
Write a list of reasonable adjustments.	Thinking about what could benefit the individual in the workplace.	

#### Reasonable adjustments for autistic employees

Neurodiverse apprentices may find challenges with sensory overload. There are reasonable adjustments that employers can make to support employees whilst at work and often these adjustments will not cost the employer any money.



Noise cancelling headphones or asking to work in a quieter area



Can the lighting be adjusted to be more suitable



Discuss breaking down big projects in to smaller tasks



### **Autism Awareness Week**

### Celebrating the talents of others

#### **Understanding the unwritten rules**

The workplace may have some unwritten rules or ways of working that have developed over time and are not recorded formally in any policy or training materials. A neurodiverse employee may not pick up on these and will need to have them explained clearly.

It is important everyone is aware of the expectations on them to ensure equality is maintained. Some examples could include:

- If you use office utensils/cups, you wash them up.
- If you make yourself a drink, you offer others.
- Making contributions to the office treats.
- Does the workspace always need to be occupied, or can everyone go for lunch at the same time?
- Is there a break rota so that areas are not left unmanned?
- What are the rules of conversation in between breaks, when and what?

#### The benefits of having a mentor

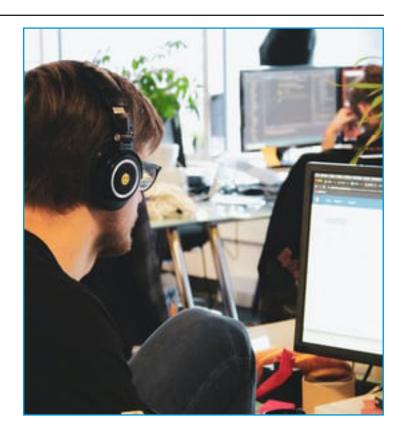
All apprentices should be assigned a mentor. This is someone who could be their line manager, but often it will be another member of staff who will act as more of a buddy and someone that the apprentice can speak to if they have any concerns.

Having a colleague in the workplace to offer additional support can be really beneficial to the apprentice. It will offer reassurance and have someone to help to dilute any uncertainty and will create an inclusive working environment. A mentor can also help explain the unwritten rules to avoid any confusion and be a safe person to share any anxieties.



#### Find out more

To find more information on on preparing for work visit the National Autistic Society websiteL <a href="https://www.autism.org.uk">www.autism.org.uk</a>





## **Apprenticeship standards**

Keep up to date with the range of apprenticeships available

Apprenticeships are being developed and released all the time through The Institute for Apprenticeships and Technical Education. The list below shows some of the brilliant apprenticeship standards available.

Find out more here: www.instituteforapprenticeships.org/apprenticeship-standards

Agriculture, Environment and Animal Care	Parkhouse Line Leader	Collecting and processing products from food or plant production lines and dispatching lines and dispatching them to the retailer or moving them to other sites for further processing.	Level 3
Care Services	Children, Young People and Families Practitioner	Working with children young people and families, including carers, to achieve positive and sustainable change in their lives.	Level 4
Construction	Facilities Management Supervisor	Managing the working environment for an organisation's employees and services within industrial and commercial buildings.	Level 3
Construction	Plumbing and Domestic Heating Technician	Fitting and servicing domestic water, heating and drainage systems.	Level 3
Creative and Design	Media Production Co-ordinator	Co-ordinate productions using specialist production management skills, knowledge and experience.	Level 4
Engineering and Manufacturing	Aircraft Certifying Technician	Maintain and certify aircraft of all types from small aeroplanes to airlines, jet fighters and helicopters, both civil and military.	Level 4
Health and science	Research Scientist	Planning, leading and conducting specific experiments and analysing results.	Level 7
Health and Science	HM Forces Service Person (Public Service)	Carrying out a range of roles from general warfare to humanitarian tasks in the Army, Navy, RAF or Royal Marines.	Level 2

## **Employer perspective: EE Smith Contracts**



The importance of a mentor during an apprenticeship



EE Smith Contracts are members of the Finishes and Interiors Sector, and were ranked as the number one construction organisation in the UK's Top 100 Apprenticeship Employers. To complement this achievement, they also picked up the Construction News Award for Finishes and Fit Out Specialists of the Year 2020.

In this article, we hear from EE Smith about what makes them a stand-out employer

EE Smith was founded in 1897 by Edward Elijah Smith. Edward trained his first-ever apprentice, 14-year-old Basil Richardson, who went on to become the director of the business, just like his son John. Since then, our in-house training has been at the heart of EE Smith. We continually invest in extensive apprenticeship programmes both on and off-site, teaching invaluable, specialist skills.

Here at EE Smith, we believe in 3 key factors that define us within such a competitive industry.

- Quality is at the forefront of everything we do, from the largest door to the tiniest screw we go above and beyond to deliver unrivalled quality for every client.
- Our People are another vital factor in becoming recognised and accomplished. We strive to provide a customer experience that exceeds expectations and runs parallel to the quality of our impressive interiors. Because of our people, our Head Quarter runs smoothly, like a close-knit family business, whilst operating on a multi-million-pound scale.
- Outstanding history, which has seen only 4 leaders across 123 years. This alone sets us apart from most, but it's the way we apply our founder, Edward Elijah's, legacy that truly, makes us exceptional.

#### **Meet the mentors**

The dedication to our training has recently been excelled, by our Apprentice Co-Ordinators Paul and Andy, who inspire and teach the apprentices whilst also juggling full-time managerial roles themselves!



As mentors, they are constantly engaged. The success of each apprentice is reflected in the investment. They have their own skills tests, set and upgraded each year, as well as their own yearly apprenticeship awards based upon skilled assessed throughout the year and present them with a state of the art piece of kit to help individuals be the very best in their work.

The role includes revision of college learning, portfolio building, moving apprentices around tasks and sites in order to ensure they get the necessary experience. It is constant and all-consuming, but seeing people develop and being part of it is rewarding.

#### Interview with our mentors

To help us to understand more about the role of the mentor, we have asked EE Smith Contracts Apprentice Mentors, Paul Kulik Apprenticeship Co-ordinator and Andy Carter Contracts Manager, some questions.

Q. Can you outline the EE Smith Contracts apprenticeship selection process and how does your organisation identify the people they want to invest in?

Andy: We have a keen eye for those with a willingness to learn and thrive. We look for those with bags of enthusiasm who are excited by our industry.

Paul: During our selection process, we always have the company's future in mind. I always want to find the next star student who is keen to learn everything the industry has to offer.

## **Employer perspective: EE Smith Contracts**



The importance of a mentor during an apprenticeship



## Q. Starting a new job can be daunting, particularly when it's your first job. Do you have any tips that help new entrants settle in?

Andy: I always explain to the new starters that it's not a sprint in this game it's more of a marathon. I remind them every day is a school day, and even the veterans of the industry learn new things. We encourage them to ask plenty of questions as that's the way they learn.

Paul: I always like to personally take each new student under my wing, to begin with. I remember very clearly what the first day here at EE Smiths feels like back from when I was an apprentice! I assure them that the learning process is a slow one I encourage them to ask lots of questions, follow senior staff closely and take every bit of knowledge in, it's priceless.

# Q. EE Smith works with a number of colleges that provide the apprenticeship training. What kind of interaction is required to maintain good relationships and ensure the most applicable learning experience is available for the apprentice?

Andy: We only partner with the very best of training providers. We work closely with the colleges with frequent visits to the campuses to ensure the delivery of the apprenticeship is a collaborative one.

Paul: I personally visit the apprentices in college and develop close relationships with their teachers to ensure I can provide the correct support to meet their needs. We have regular catch-ups and are involved with numerous apprenticeships events (pre-COVID-19!)

Both Andy and Paul emphasised this is a formal arrangement, an employment contract between EE Smith Contracts and the apprentice and a training delivery contract with the college. Nothing is left to chance.

## Q. On average, how much time do you spend with each apprentice and what is covered?

Andy: Dependant on what sites our apprentices are working on, this can vary. Our apprentices all have a dedicated day to day on-site mentor.



Paul: Every day, I dedicate time to a number of our apprentices even though they are spread over a number of areas, each with their own team leader and/ or supervisor. I am always on the shop floor giving advice wherever needed as well as taking several in house training exercises that I carry out over the 2-year apprenticeship scheme, which I constantly evolve and adapt each year to suit their learning.

## Q. Why would you recommend an apprenticeship to others?

Andy: My advice would be to go for it. It's an exciting industry with so many opportunities. The skills we teach can be used anywhere in the world they speak their own language.

Paul: Do not hesitate! Starting as an apprentice myself, I think the apprenticeship scheme is great and should be as valued as any well-recognised career path. It works for the company being able to train an individual to the skill levels required that can be hard to find as well as opening so many doors and avenues for that person in a very positive and exciting industry.



### **Youth Voice Census**

### The Youth Voice Census seeks young people's views

The Youth Voice Census 2021, sponsored by Amazing Apprenticeships and other partners, has launched. The Youth Employment UK initiative collates fact and feeling from young people across the UK as to their education, opportunities and prospects.

The census is open to all young people aged 14-24 across the UK to complete who have navigated the move, or are in the process of transitioning, from school to study, apprenticeship, training or work.

The results will be used to affect decision-makers within employers, government and key organisations. If your child has recently transitioned from school to their next steps and are aged between 14-24, please encourage them to make their voice heard.





#### Watch now:

Young people can fill in the national Youth Voice Census online to share their experiences of life, study and work: <a href="https://survey.alchemer.eu/s3/90330469/Youth-Voice-Census-2021">https://survey.alchemer.eu/s3/90330469/Youth-Voice-Census-2021</a>.

## Rate My Apprenticeship Awards

Celebrating apprentices, schools, colleges, employers and training providers

Now in their seventh year, the Rate My Apprenticeship Awards bring together apprentices, schools & colleges, employers and training providers to celebrate their incredible achievements in the apprenticeship market.

There are 12 awards across all categories, including two specifically for schools and colleges; the 'Best Careers Programme' and the 'Outstanding Contribution to Apprenticeships' Award.

Nominations are now open and will close on Friday 7th May at midnight. The awards will take place virtually on Thursday 15th July 2021.





#### Find out more:

Find out more about the awards, including how to nominate, using the link below: <a href="https://www.ratemyapprenticeshipawards.co.uk/">https://www.ratemyapprenticeshipawards.co.uk/</a>.