



# NORTH EDINBURGH CHILDCARE

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## **MODERN APPRENTICESHIP** **SOCIAL SERVICES CHILDREN AND YOUNG PEOPLE SVQ L3**

### INFORMATION FOR EMPLOYERS

#### What is a Modern Apprenticeship?

If you are recruiting or have already employed a member of staff, they may be entitled to undertake a fully funded Modern Apprenticeship allowing them the opportunity to undertake the Social Services Children and Young People SVQ Level 3 Award (at SCQF Level 7) which will enable them to register as a Childcare Practitioner with the Scottish Social Services Council.

#### What's in it for you as a Childcare Employer?

As a Childcare Employer, the Modern Apprenticeship enables you to keep your staffing costs low by recruiting young people into the sector and supporting them to undertake the qualification they need; on the job with very little interruption to their day to day work. Engaging new recruits in the Modern Apprenticeship programme enables you to grow your own talent and develop your practitioners around the needs of your own particular setting. The Modern Apprenticeship also enables you the opportunity to enhance capacity by upskilling your existing staff who are eligible.

Unlike some other providers, we don't deliver a group tutorial programme therefore Apprentices are not required to be released from your workplace to attend. Instead, we prefer to take a more personalised approach by supporting Apprentices during regular one to one meetings, to develop their understanding of topics relevant to what they are being assessed on, the age group they are working with and the context of the setting they are working within.

#### How is the Modern Apprenticeship programme funded?

Our Modern Apprenticeship programme is fully funded by Skills Development Scotland therefore other than the payment of your Apprentice's wages, there are no financial costs to you or to the Apprentice.



#### Who is eligible to undertake a fully funded Modern Apprenticeship?

A staff member may be eligible if they:-

- Work in a childcare setting
- Have at least 6 months experience of working with children prior to starting the programme
- Are aged 16 + (we are the only Training Provider in Edinburgh who have been approved to offer this MA to all age groups)
- Progress successfully through the different stages of our application procedure



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## How long does the Modern Apprenticeship take and when does the programme start?

Our Modern Apprenticeship programme can take between 12 - 18 months to complete and an Apprentice can usually start the programme soon after being offered a place.

## What do I pay an Apprentice?

As a minimum, you must pay a Modern Apprentice the recommended Apprentice Rate however out with this, it is completely up to you to how much you pay your Apprentices and many Employers prefer to pay their Apprentices the Minimum / Living Wage. Details of rates of pay, including the Apprentice rate, can be found at: <https://www.gov.uk/national-minimum-wage-rates>

## What is expected of me as the Employer?

Although no financial costs are incurred, you will be expected to be involved in the learning and development of your Apprentice by ensuring that they have a contract of employment, attending quarterly reviews meetings with the Apprentice and their Assessor whenever possible and by ensuring that your Apprentice is provided with the opportunities required within the workplace to generate evidence of their competence in relation to the standards within their qualification.

Upon receiving an enquiry from yourself or the Apprentice, our Team Leader will arrange to come out to your setting to talk to you both about what's involved. Following this, as part of the Apprentice application process, you will be asked as the Employer to complete an 'Appraisal of Skills' form to help us to identify any support that the Apprentice may need whilst undertaking the programme.



## What will be involved in the Apprentices training?

Once an Apprentice has been offered a place, they will be allocated an individual SVQ Assessor who will be responsible for supporting them throughout their Modern Apprenticeship. The Assessor will initially arrange a 'Sign Up' meeting with the Apprentice and yourself to complete all the relevant paperwork and to arrange a date for their induction. Thereafter the Apprentice's training will incorporate:

- A thorough Induction
- The completion of an Individual Training Plan
- Regular face to face planning and support meetings with their Assessor
- Approximately 5 observations of their practice within your setting
- Regular submission of written work and completion of assignments
- Attendance at 2 workshops covering Child Protection and Numeracy (if required). Dates for these workshops will be provided well in advance
- Quarterly Review meetings with their Assessor (and yourself wherever possible)
- Ongoing support from the Assessor via telephone or email

## Struggling to recruit?

If you are struggling to recruit new staff, our well established Childcare Academy programme can offer you the chance to 'try before you buy'. Also funded by Skills Development Scotland, our Childcare Academy supports up to 40 people (of diverse ages / backgrounds) into jobs in the childcare sector per year. By providing a work placement opportunity for one of our trainees, you will be able to assess their suitability / potential for employment within your setting. You are not obliged to employ the trainee however, should you wish to, you can do so at any point. Once employed, we can support the trainee to attain their SVQ Level 3 through our Modern Apprenticeship programme as long as they have demonstrated their ability to work at practitioner level and there are no concerns about their ability to maintain their job.

## How do I get more information?

If you would like to refer a possible Apprentice to us, require more information about our Modern Apprenticeship programme or are interested in hosting a Childcare Academy trainee on placement, please contact Fiona Williamson on 0131 311 6928 or email [fiona.williamson@northedinburghchildcare.co.uk](mailto:fiona.williamson@northedinburghchildcare.co.uk)



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