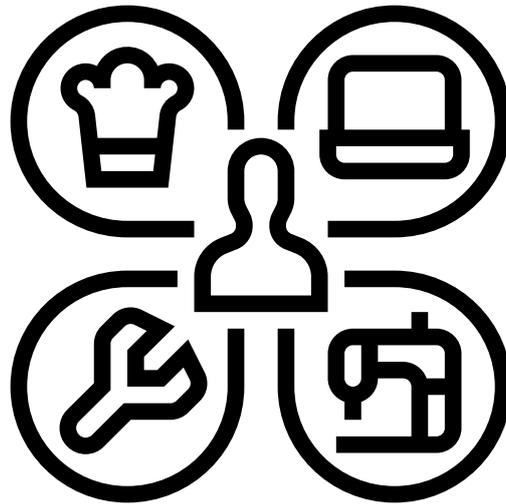


Parents' and carers' Pack

Helping your child search and apply
for apprenticeships

Edition 35: May 2022

APPRENTICESHIPS



FOR ALL



Welcome

Carolyn Savage,
Head of Youth Engagement and Apprentice Participation

Dear readers,

Welcome to the May edition of the Parents' and carers' Pack. This month we share with you:

- an apprentice case study
- information about the latest apprenticeships available
- guidance for engaging with employers at events
- a look at the new T Levels available from September 2022
- an insight into apprenticeships in the catering and hospitality sector
- and inspiring case studies of young apprentices with hearing impairments who explain their experiences and the support available.



We hope that you find this month's pack useful, and do let us know if you have any feedback by contacting: ASK.PROGRAMME@education.gov.uk

Carolyn Savage
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Apprentice insights: life as an apprentice at Edwards

Meet Sam Clarke, a Level 6 Mechanical Engineer apprentice at Edwards



How did you find your apprenticeship?

I have always been interested in maths and how things work, which led me down the route to being an Engineer. After completing my GCSE's, I went on to do a 2-year Level 3 Manufacturing and Engineering course at Bridgewater and Taunton College (BTC).

I did some research into apprenticeships and attended a careers evening at BTC, where Edwards had a stand promoting their apprenticeships. I spoke to the representative on their stand and found out they offered a Level 6 apprenticeship. I was really interested in pursuing this. I applied for the apprenticeship by searching up Edwards on the Government Find an apprenticeship website. I started my 5-year apprenticeship with Edwards in 2018.

“Every day is different in my job. I complete a variety of tasks with different priorities, including business-critical tasks.”

What does a typical day look like?

Every day is different in my job. I complete a variety of tasks with different priorities, including business-critical tasks. These are often the tasks I enjoy the most as they keep me thinking on my feet and solving new problems. Other days I will be introducing new products into the company.

How is your apprenticeship being delivered?

My training provider is the University of West England (UWE). I go to work at Edwards four days a week and attend UWE to study 1 day a week. Throughout the Covid-19 pandemic, I was completing my learning online. This included my regular meetings with the training coordinator at UWE. As the restrictions eased, everything returned to face to face.

What is your proudest achievement?

So far, I have achieved a distinction grade (a 1st) in all my units so far! I hope to continue this so I can get a 1st or a 2:1 grade for my degree.

What do you hope your future looks like?

My goal is to work up the ranks at Edwards to hopefully a managerial position.

What do you do in your spare time?

When I am not working or studying, I like to play golf and tennis. I also enjoy motorsports which has made driving a real passion for me.

My advice to others

Edwards was the third apprenticeship I applied for in an engineering role. I would say to students to consider what they are interested in and apply for those roles. It is much better to have too many options that you need to narrow down, rather than not enough or those that do not interest you. This will mean you have the choice over your career, and you can pursue your passions.

More information

To find out more about apprenticeships, please visit www.apprenticeships.gov.uk or you can scan the QR code with your phone camera.



Apprenticeships in catering and hospitality

The catering and hospitality sector serves up a host of different apprenticeships in restaurants, cafés, pubs, bars, nightclubs and hotels. The sector also includes customer service roles, as well as working in the supply network that provides food and drink to other industries.

A career in catering and hospitality can be fast paced, with lots of opportunities for development and some of these opportunities can be international. If your child likes interacting with people, is organised, enthusiastic and thrives in a leadership role, then catering and hospitality could be the perfect sector for them.

The benefits of completing an apprenticeship in catering and hospitality

With so many different opportunities within catering and hospitality, completing an apprenticeship in this sector will help your child to gain hands on experience in a fast-paced environment, learning on the job and gathering the experiences to progress into a fulfilling career.



An apprenticeship in catering and hospitality could involve responsibilities such as:

- Overseeing food preparation and presentation
- Developing recipes and menus
- Ensuring a safe and hygienic kitchen
- Monitoring food and equipment suppliers
- Overseeing multiple departments
- Monitoring and managing income and costs
- Managing a team to meet the business objectives
- Analyse sales data



Does your child have these skills?

- Creativity
- Good verbal communication
- Strong customer relation skills
- Highly motivated
- Leadership
- Time management
- Highly organised



Apprenticeship opportunities in the catering and hospitality sector



SENIOR CULINARY CHEF

Level 4

Duration: 24 months

Responsibilities in this role:

The senior culinary chef is responsible for developing new recipes, products and product lines.

They will also:

- research, responsibly source, develop and launch products
- maintain high culinary standards
- oversee all food preparation and presentation
- order and maintain the inventory of food and supplies
- maintain compliance and due diligence documentation within the food safety management system to ensure a safe and hygienic kitchen
- monitor food and equipment suppliers
- develop recipes from scratch or brief
- maintain or raise the profit margins on food
- identify and coordinate training opportunities for staff



HOSPITALITY MANAGER

Level 4

Duration: 18 months

Responsibilities in this role:

Hospitality managers work across a variety of organisations including bars, restaurants, cafés, conference centres, banqueting venues, hotels and contract caterers.

These managers generally specialise in a particular area, however their core knowledge, skills and behaviours are aligned. Common to all managers in this role is their passion for exceeding customers' expectations. Hospitality managers have a high level of responsibility and are accountable for fulfilling the business vision and objectives which requires excellent business, people and customer relation skills.

Specialisms could include:

- Food & beverage manager
- Housekeeping manager
- Front office manager
- Conference & events manager
- Revenue manager
- Hospitality outlet manager



MARITIME CATERER

Level 2

Duration: 24 months

Responsibilities in this role:

A maritime caterer works as a member of the hospitality/hotel services department on board ships and vessels of different types and sizes, preparing, cooking and baking various dishes, including fish, poultry, meat, vegetables and dough products, desserts and buffets, for passengers and/or crew.

The role includes:

- food purchase and storage
- budgeting
- menu planning specific to the needs of crew and passengers
- menu planning with regard to the endurance of the vessel to be at sea, its food storage capabilities and the fresh produce available on board
- customer service
- shipboard safety duties and responsibilities

Apprenticeships uncovered

Keep up to date with the range of apprenticeships available

Apprenticeships are continually created and released through The Institute for Apprenticeships and Technical Education (IFATE). The list below lists some apprenticeships you may not have considered but you can find out more on the IFATE website:

www.instituteforapprenticeships.org/apprenticeship-standards

Scan to
visit the
website



Agriculture, environmental and animal care	Sustainability business specialist	 <p>Help organisations to manage the resources they use and the waste they generate according to environmentally friendly principles.</p>	Level 7
Business administration	Data protection and information governance practitioner	 <p>Provide regulatory and technical advice, providing assurance to key stakeholders and regulators.</p>	Level 4
Catering and hospitality	Senior production chef	 <p>Managing a team to produce standardised dishes and menus within a kitchen environment.</p>	Level 3
Education and childcare	Learning mentor	 <p>Supporting learners of all ages and all levels to develop within a new work role.</p>	Level 3
Health and science	Mortuary technician	 <p>Ensure the effective operation of the mortuary and to assist colleagues in providing dignified care of the deceased.</p>	Level 3
Protected services	Serious and complex crime investigator	 <p>Conduct serious and complex investigations.</p>	Level 6
Sales, marketing and procurement	Fundraiser	 <p>Raise funds for charitable causes.</p>	Level 3
Transport and logistics	Transport and warehouse operations supervisor	 <p>Manage the day-to-day operations involved in supply chain.</p>	Level 3

Preparing to meet apprenticeship employers

Support young people as they interact with employers and apprentices

Careers fairs and employer events will be taking place across the country over the coming months, which will aim to showcase a diverse range of organisations and the apprenticeship and traineeship programmes they offer.

The events are an opportunity for guardians and young people to hear from employers, training providers and apprentices and find out more about post-16 options.

Events happening near you

The Department for Education will be supporting UCAS at their upcoming careers fairs to provide information and guidance about apprenticeships.

You can find the list of fairs available here:

www.ucas.com/ucas/events-exhibitions

Scan to visit the website



You can also search for local activities and careers fairs, as well as using social media to find out what specific employer events may be happening near you.

Being prepared

Parents and guardians can support young people to prepare in advance for these events and think about how they can make the most of meeting potential employers and apprentices. This could include:

- Helping your child to research which employers are attending and making a note of those of interest
- Thinking through what information they'd like to find out about the apprenticeship, the employer and the opportunities available
- Helping them to prepare some useful questions to ask the employer/apprentice
- Preparing them to engage with the employer and think about it as an opportunity to make a good impression

Your child may find the following questions useful when speaking to employers:

- How many apprentices do you take on each year / in each cohort?
- How does the 'off the job training' work at the company?



- What are the expectations of an apprentice when they start?
- What are the career opportunities at the end of the apprenticeship?
- Where and when do you advertise your vacancies?

There may be current apprentices at an event who would like to share their experience with you too. Questions for apprentices could include:

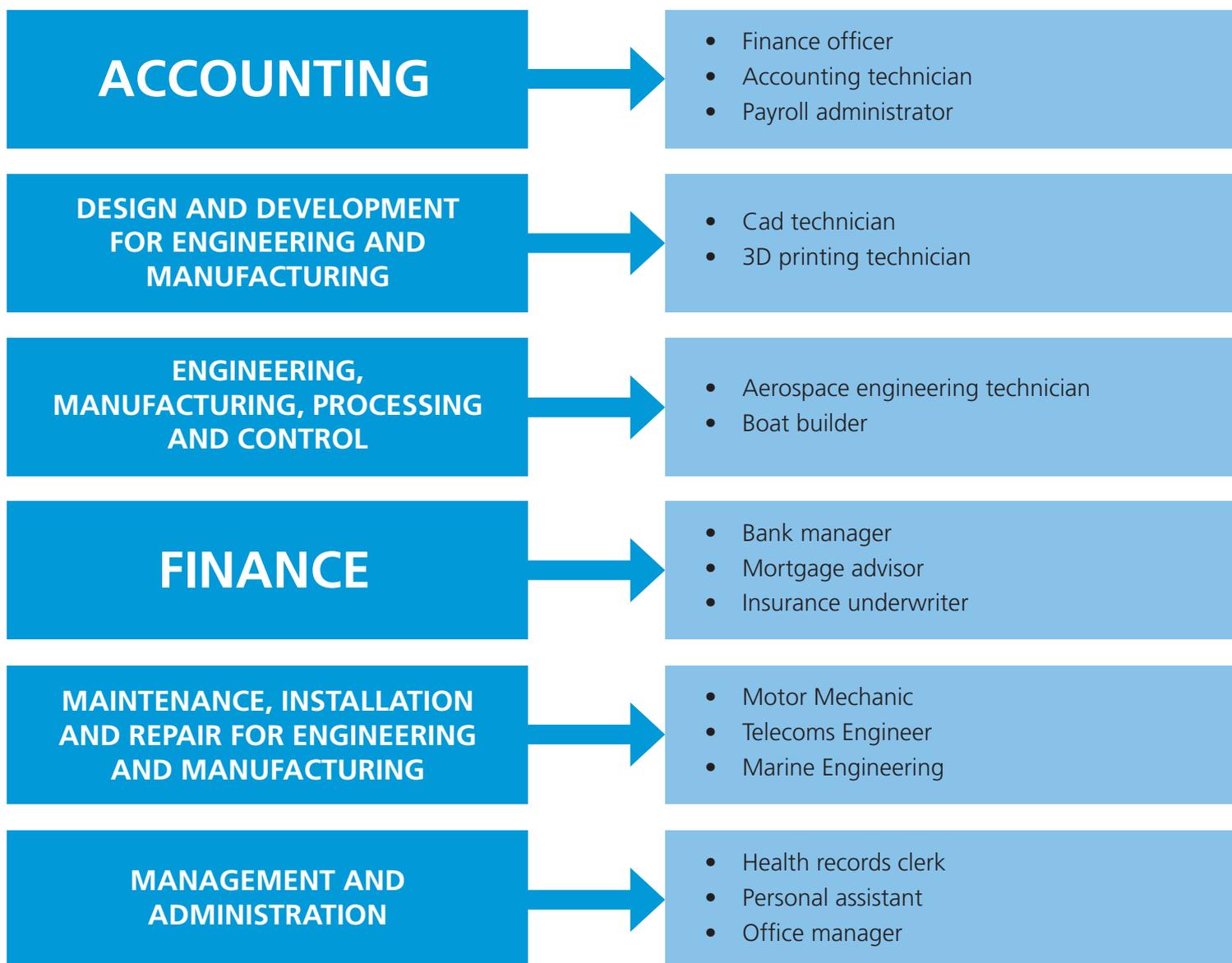
- Why did you choose an apprenticeship?
- What do you do in your day-to-day role?
- Do you have any tips for searching for an apprenticeship?
- What are the best bits about being an apprentice?

New T Levels coming in September 2022

New opportunities available through T Levels in the next academic year

T Levels are an exciting 2-year qualification that combines classroom study with an industry placement. A T Level is the equivalent of 3 A levels and approximately nine weeks of the students' study takes place in an industry work placement.

There are currently 10 subjects available, ranging from Health to Digital Support Services to Building Services Engineering for Construction and more. 6 new subjects will be available from September 2022. We explore the new subjects below and the career options they could lead to.



More information

Find out more about T Levels at: <https://www.tlevels.gov.uk>

Scan to visit the website



Inspiring deaf young people – Deaf Awareness Week

Following your talents to a successful career

Deaf Awareness Week takes place in May and aims to promote the positive aspects of living with deafness. Post-16 options for a deaf or hearing-impaired young person may feel limited, but there is lots of support and technology available to help a young person reach their full potential in their desired profession.

Some jobs legally require the candidate to have good hearing, such as being in the armed forces and seafarers. However, there are lots of careers for a young person with a hearing impairment, including apprenticeship opportunities.

Hear from Chloe O'Toole, an Agency Sales Apprentice with Channel 4, about her experiences of completing an apprenticeship and how Channel 4 supported her to access the role and thrive.



Watch Chloe's video:
www.disabilityrightsuk.org/chloe-otoole

Scan to
visit the
website



The recruitment processes

Disclosing a hearing impairment can sometimes cause concern when an individual starts to consider moving into employment. It is always a good idea to be open on the application form as there are reasonable adjustments an employer will make to support the interview process.

These could include:

- Interviewing in a quiet room
- Additional time for any assessments
- Communication support, such as a BSL interpreter

You can also watch the inspiring video made by The National Deaf Children's Society outlining the range of career opportunities.

Visit apprenticeships.gov.uk to find out more.

Watch the video:

<https://www.youtube.com/watch?v=cizsAPnrn6s&t=8s>

Scan to
visit the
website



Education Health & Care Plan

If your child completes an apprenticeship, the Educational Health & Care Plan (EHCP) will remain with your child until they are 25. The training provider will follow the plan to make sure your child continues to receive the support required.

The use of assistive technology

Your child may already use technology to help them with their schoolwork. Technology can continue to be used in the workplace. The use of radio aids and speech recognition software can all be used in the workplace to allow your child to find an enjoyable and suitable career.

More case studies

The National Deaf Children's Society have also shared case studies of individuals who use various technology in work, including Twm, who completed an apprenticeship.

To read their stories visit:

www.ndcs.org.uk/information-and-support/technology-for-deaf-children-and-young-people/how-technology-helps/using-technology-at-work/

Scan to
visit the
website



More information

For more details, please visit:

www.ndcs.org.uk/information-and-support/education-and-learning/deaf-works-everywhere

Scan to
visit the
website



Youth Voice Census 2022

Encouraging young people to have their say



Youth Employment UK is a leading organisation dedicated to understanding the challenges young people face living and searching for employment in the UK. One key area of their work is the Youth Voice Census. This is an annual online survey collating the views of young people living through the current times.

The survey is open to anyone between the age of 11 – 30 years old and will take up to 30 minutes depending on experience of the individual completing it.

The responses are anonymous. However, the results are shared with the UK policymakers for them to review what is really happening for young people and to know where and how to implement change and make improvements to policies.

The Youth Voice Census is created to listen to the experience and views of young people around issues including:

- Education
- Employment
- Training
- work and where they live.

Apprenticeships and technical education information is included in the survey and questions aim to gather insights on young people's perceptions of those options as career pathways.

The survey closes on 31st May 2022 and can be completed here if your child is interested in participating:

<https://survey.alchemer.eu/s3/90431525/AmazingApprenticeshipsYVC>

Scan to
visit the
website



#YouthVoiceCensus 2022



Are you currently
studying at school? Your
opinions can help other
young people in the UK!
#AddYourVoice