

TEES VALLEY
CAREERS

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Teacher's Guide

APPRENTICESHIPS

Which way next

The Primary Toolkit Which Way Next Your Choices Post 16 Apprenticeships

This toolkit aims to raise awareness of Post 16 options, and allow your pupils to better understand what these options are on leaving school.

As part of Tees Valley Combined Authority's Primary Careers initiative, we have been working with the Tees Valley Learning Provider Network to develop a resource toolkit to support upper key stage 2 students with information, advice, and guidance about post 16 progression options. This booklet specifically focuses on apprenticeships.

AIM

To enhance children's understanding of different routeways into employment by highlighting alternatives to university, including apprenticeships, traineeships and T-Levels.

OBJECTIVES:

- Increase Year 6 pupils understanding of their post 16 choices including apprenticeships, T-Levels and traineeships
- Allow students to recognise and identify different levels of apprenticeships that are available
- Enable pupils (and teachers) to learn about opportunities available by Tees Valley employers and training providers to develop a realistic view of employment opportunities available

This pack contains a mix of activities that can be used with your pupils, you have a few options of how to use

- 1) Download and print the whole pack and issue your class copies
- 2) Select certain activities and share these with your class as you wish

LOOK FOR THE IDEAS FOR USE BOXES



IDEAS FOR USE:



- Introduce words as spellings
- Word match – match word to meaning
- Memory game

A-Levels

An academic qualification in a specific subject similar in style to GCSE's that prepares you for further study.

Apprentice

Someone who is doing an Apprenticeship.

Apprenticeship

An apprenticeship is a real job you can work at the same time as gaining a job related qualification.

Apprenticeship Standard

An apprenticeship standard outlines what an apprentice will do during their apprenticeship. The skills they will need to perform in the job role they're training for.

Career

The job or series of jobs that you do during your working life.

Employer

A person or organisation that people work for.

Employee

A person employed for wages or salary.

FE College

FE colleges (further education college) are education and training institutions that are very different to schools. FE college provides high-quality technical and professional education and training for young people, as well as adults.

Sixth Form College

A sixth form college is an educational institution, where students aged 16 to 19 typically study for advanced school-level qualifications, such as A-Levels.

Technical / Vocational Qualifications

Qualifications which teach you how to do tasks specifically related to the industry and role you want to be in.

Job Sectors

There are many different jobs/roles within each different job sector.

Job Description

A list of the responsibilities that you have and the duties you are expected to perform in your work.

Traineeship

A traineeship is a course with work experience that gets you ready for work or an apprenticeship. It can last from 6 weeks up to 1 year.

Job Title

The name of the particular job in an organisation.

Training Provider

A place that offers training. Most employers use an external training organisation to provide training to apprentices. There are two main types of training organisations – further education colleges and independent training providers.

Off the job

Training happening away from the usual place where someone works.

Occupation

Is a job or profession.

On the Job

Is a form of training provided at the workplace.

T-Levels

T-Levels are an alternative to A-Levels, apprenticeships and other 16 to 19 courses. They are equivalent to 3 A-Levels, a T-Level is a mix of classroom and on-the-job experience and can help students into skilled employment.

Qualifications

An official record of showing that you have finished a training course or have skills and knowledge you need.

Wage

A fixed amount of money agreed to be paid to you every week, by the employer

This useful words guide will help you become familiar with words and phrases that you may not have heard before.

USEFUL WEBSITES

www.teesvalleycareers.com

www.teesvalley.jobs

www.amazingapprenticeships.com

www.tlevels.gov.uk

www.instituteforapprenticeships.org

www.gov.uk/apply-apprenticeship

www.gov.uk/government/publications/higher-and-degree-apprenticeships

www.stepintothens.nhs.uk

nationalcareers.service.gov.uk

www.tvlpn.co.uk

apprenticenation.co.uk/skills-hub/

teesvalley-ca.gov.uk/skills-employment/skills/apprenticeships/

www.multiverse.io/en-GB

Encourage your students to carry out further research to enhance their knowledge of their post 16 options.

IDEAS FOR USE:

Pick out one or two sites and ask the learners to describe the site and what they have learnt.

AFTER YEAR 11

YOUR FUTURE TICKET

IDEAS FOR USE:

Ask the learner to pick a post 16 option that interests them and give reasons why.

You must do one of the following until you're 18

SIXTH FORM COLLEGE
STUDY FOR ADVANCED SCHOOL-LEVEL QUALIFICATIONS (A-LEVELS)

Some schools have their own sixth form college

T-LEVELS
A MIX OF CLASSROOM LEARNING AND 'ON-THE-JOB' EXPERIENCE

TRAINEESHIP
GETS YOU READY FOR WORK OR AN APPRENTICESHIP

APPRENTICESHIP
A REAL JOB, YOU CAN WORK AT THE SAME TIME AS GAINING A JOB RELATED QUALIFICATION

EMPLOYMENT (20 HRS+)
WHILST DOING PART-TIME EDUCATION OR TRAINING

FURTHER EDUCATION COLLEGE
TECHNICAL AND VOCATIONAL QUALIFICATIONS

ACTIVITY 1 WHAT IS... QUIZ

The answers can be found by using information on page 5/6/7 of the workbook.



Students can write down any extra information they find interesting or useful.



There is extra space for notes on page 18 of the workbook.



What is the difference between a FE college and 6th Form?

ANSWER : FE colleges or Further Education Colleges deliver Technical and Vocational Qualifications. 6th Forms deliver advanced school-level qualifications such as A-Levels.

What is the difference between a Traineeship and an Apprenticeship?

ANSWER: An apprenticeship is a real job, a Traineeship is a course with work experience that gets you ready for work.

What is an Apprenticeship?

ANSWER: An apprenticeship is a real job, you work at the same time as gaining a qualification.

What is the difference between an Employer and Employee?

ANSWER: An employer is someone you will work for, an employee is the person employed for wages.

What is the difference between a Technical / Vocational Qualification and A-Levels?

ANSWER: A Technical/vocational qualification teaches you how to do tasks specifically related to industry and the role you are in, A-Levels are an academic qualification similar to a GCSE's.

What is a wage?

ANSWER: A wage is a fixed amount of money agreed every week as pay for an employee.

What is a T-Level?

ANSWER: A T-Level is an alternative to A-Levels and focuses on vocational skills and can help students into skilled employment. It is a mix of classroom learning and on the job training.

What is the difference between a job title and job description?

ANSWER: A job title is the particular job within the organisation. A job title is the name of the particular job you are doing.

Job Sectors



MANUFACTURING

Manufacturing is the process of making products, or goods.

Manufacturers take raw materials and turn them into products to sell. Raw materials include wood, steel, cloth, and many other materials.

Using raw materials, manufacturers make cars, electronics, clothing, furniture, home appliances, machinery, ships, airplanes, and many other goods.



CONSTRUCTION

Construction workers build or fix homes, roads, and buildings. They perform heavy physical labour and often work outdoors in all kinds of weather conditions.

Many different kinds of workers may be involved in a construction project such as plumbers, electricians, roofers, carpenters.



LOGISTICS

Logistics is all about getting things from one point to another. This can include the transportation, distribution and storage of materials.

Jobs within the logistics industry could involve driving large goods vehicles, forklift truck drivers, warehouse operatives and postal workers.

It is exciting that there will be some fantastic employment opportunities within these sectors by the time you leave school, some jobs haven't even been created yet!



HEALTH & SOCIAL CARE

Health and Social Care consists of working with people that are in ill health or have medical conditions. Jobs can include doctor, nurse, dentist, paramedic, midwife and care workers.

Social Care is the care and support of vulnerable people usually in the community. Jobs can include social worker, foster caring and home carers.



EDUCATION

There are lots of career opportunities working in education. You can work with children, young people and adults. Jobs roles can involve teaching, tutoring, university lectures and teaching assistants.



ENGINEERING

Engineers solve problems. They use science and maths to figure out the best way to create new things or to improve a product.

There are many different kinds of engineering. There are lots of different jobs within the engineering industry such as a chemical engineer, electrical engineer, mechanical engineer, civil engineering and materials engineering.



PROFESSIONAL & BUSINESS SERVICES

Professional services are occupations that require special training. Professional services include specialist jobs roles such as legal, accounting, management, architecture, veterinary services, scientific research and development and marketing.

Business services includes support activities such as employment agencies, human resources, administration, call centres, event organisers, the rental or leasing of goods, working with vehicles or machinery and security and cleaning.



DIGITAL

The digital industry involves working with technology such as computers. Jobs can involve working in IT, telecommunications, computer gaming design, social media, advertising and marketing.

IDEAS FOR USE: Get the learners to research the jobs sectors below on www.nationalcareers.service.gov.uk/explore Careers and get them to name 3 jobs within each sector.



WHAT IS AN APPRENTICESHIP

An apprenticeship is a real job. You learn, gain experience, and get paid a wage. You are the employee with a contract of employment and holiday leave.

Apprentices work between 30 and 40 hours per week.

Apprentices are available for individuals who live in England and who are aged 16 and over. There is no age limit to becoming an apprentice.

Apprenticeships range from intermediate level 2 to degree level 7.

Apprenticeships can take between 1-4 years to complete depending on the level and delivery model.

Apprentices are paid a wage at least the National Minimum Apprenticeship Wage for Apprentices, but many are paid more.

More info:
www.apprenticeships.gov.uk



You can apply for an apprenticeship on www.findapprenticeship.service.gov.uk

INTERMEDIATE APPRENTICESHIP	ADVANCED APPRENTICESHIP	HIGHER & DEGREE APPRENTICESHIP
<ul style="list-style-type: none"> • Level 2 • 12 - 18 months • Equivalent to 5 GCSEs 4 - 9 	<ul style="list-style-type: none"> • Level 3 • 18 - 48 months • Equivalent to 2 A-levels 	<ul style="list-style-type: none"> • Levels 4, 5, 6, 7 • 24 months+ • Equivalent to foundation degree level+
2	3	4+

You also gain knowledge, competence, and employability skills

ACTIVITY 3

JESSICA'S STORY



Read the information below then answer the questions opposite.

Jessica is 15 years old; she will be 16 years old on the 15th August.

She is in Year 11 and leaves school at the end of June.

She wants to become an Engineer and is thinking of applying for an Apprenticeship.

Her GCSE's grades should be good, especially in maths, english and science. Her predicted grades being level 7/8.

Her hobbies are sport and singing. She plays football for her local team and attends a local gym regularly.

She has achieved her Bronze Duke of Edinburgh award and is currently working towards her Silver Duke of Edinburgh award.

Jessica has seen the Apprenticeship vacancy below advertised on the Find an Apprenticeship site www.findapprenticeship.service.gov.uk and she wants to apply.

Apprenticeship Summary
Engineering Apprenticeship

Weekly wage
£165.00

Working week
Monday - Friday 9am - 5pm

Expected duration
42 months

Apprenticeship level
Advanced
Level 3

Entry Requirements
You must have a minimum grade 5/C+ or above in maths and English

Desired skills

- Able to work as part of a team as well as use own initiative
- Enjoy working hands on with manual equipment
- Enjoy working practically
- Have a high attention to detail
- Good level of mathematics

Personal qualities

- Problem solver
- Excellent timekeeping
- Passionate and willingness to learn
- Self-motivated
- Good communication skills
- Be enthusiastic

Training
Attend college one day a week for 'off the job' training

When would Jessica be able to start an Apprenticeship?

The day after her 16th birthday, NOT, on leaving school, she is not 16 until August 15th. If she was 16 whilst still at school she could start an Apprenticeship the Monday after her official school leaving date at the end of June.

If Jessica was successful in gaining this apprenticeship, her working hours would be 9:00am - 5:00pm Monday to Friday. She takes 1 hour for lunch, which is unpaid. What would her weekly hours be?

35hours 9am till 5pm = 8 - 1 hour for lunch = 7 x 5 = 35 hours

Her weekly salary is £165 per week, what is her hourly rate?

£165 divided by 35 = £4.71 per hour

Jessica's apprenticeship is for 42 months, how many years and months is this?

3 years and 6 months

On an apprenticeship, Jessica would spend 80% of her working week with the employer, how many hours is this?

80% of 35 = 28 hours

On an apprenticeship, Jessica would spend 20% of her working week with the college/training provider, how many hours is this?

20% of 35 = 7 hours

Looking at the 'desired skills' why do you think Jessica would be good for this apprenticeship? Give examples.

She will be gaining good GCSE results, has lots of outside interests and has achieved her Bronze Duke of Edinburgh.

Looking at the 'personal qualities' why do you think Jessica would be good for this apprenticeship? Give examples.

She is developing the personal qualities through her interest in sport and her other outside interests.



ACTIVITY 4 GUESS THE EMPLOYER LOGO

Can you guess these local employers who offer apprenticeships from their logos? Some parts are missing...



Answers to the logo quiz

1 Network Rail

2 NHS

3 RSPCA

4 Amazon

5 Fujifilm

6 Specsavers

7 Charles Clinkard

8 Morrisons

9 Den Hartogh Logistics

10 Jaguar Land Rover

11 KwikFit

12 EE

13 KFC

Anything else you found out about local companies?

TEES VALLEY CAREERS



TEES VALLEY MAYOR

GET INVOLVED

To find out more, please register your interest by emailing join@teesvalleycareers.com with your name, contact details, primary school, and location.

A member of the Careers Team will get back to you to advise on the opportunities available, including activity providers and resources.



TEES VALLEY
LEARNING PROVIDER NETWORK