

# Webinar

Initial Assessment Centre  
Will be starting soon.....

Jacqui Harvey



**Are you prepared for this session?  
You will need.....**

- 2-3 sheets of lined-paper
- An ink pen to write with
- A table/hard surface to lean on
- A quiet, well-lit environment
- Your Century login details

# AGENDA

Welcome to Reaseheath College

Introduction to Apprenticeships

Q & A

10 Minute Write

CENTURY – Initial Assessments

# ABOUT US

Reaseheath College is one of the leading specialist land-based and technical colleges with an international reputation

Our 330-hectare site based in Cheshire and opened in 1921 and is committed to providing the highest standards of education and training

Reaseheath has some of the best specialist facilities and resources in the country - £80 million invested on campus into cutting edge technology & specialist training facilities.

We acquired DART training in 2013 which allowed us to expand our geographical footprint



# OUR CAMPUS

Free WIFI connection  
across main campus  
areas

Gym with state-  
of-the-art  
equipment

IT teaching  
centre

Student bar, social  
area and under 18's  
common room

Library and Learning  
Recourse Centre

5 catering outlets  
including the Reaseheath  
Restaurant, Feast Café  
and Bootzone

On-site accommodation for  
up to 1,000 students in 17  
halls of residence



# GEOGRAPHIC SPREAD OF OUR LEARNERS

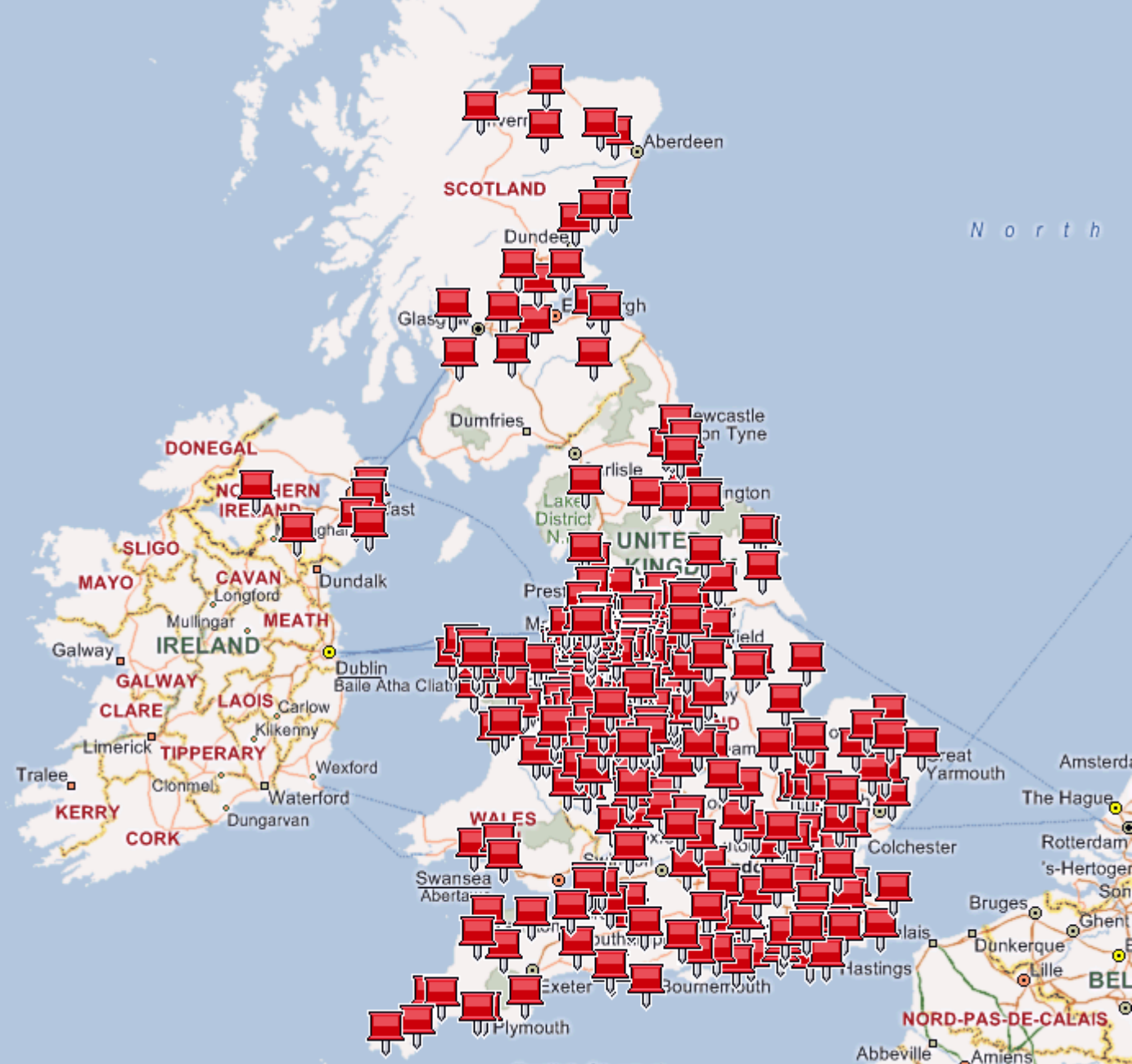
Apprentices and work-based learning:

**1,500**

Students using college transport:

**1,400+**

[Getting to Reaseheath - Reaseheath College](#)



APPRENTICESHIPS

# THE REASEHEATH ESTATE

Apprenticeships

An aerial photograph of the Reaseheath Estate, a large industrial and residential complex. The estate features numerous large industrial buildings with grey roofs, several parking lots filled with cars, and a mix of brick and modern-style buildings. A yellow arrow points from the left towards a specific building in the center of the estate, which is labeled 'Apprenticeships' in orange text.

You're in good company

# Apprenticeship Standards currently on offer.....

- Animal Care & Welfare Assistant
- Construction – Bricklayer, Carpentry and Joinery
- Equine Groom
- Food – Butchery, Bakery, Food & Drink Operatives and Advanced Dairy Technologist.
- Horticulture - Horticulture & Landscape Operatives, Golf Greenkeeper, Sports Turf Operative, Crop Technician
- Engineering – Land Based Service Engineering Technician (Agricultural Engineering or Construction Plant)
- Rail Engineering Technician
- Stockperson (Beef, Pigs, Sheep & Dairy)
- Trade Supplier
- Veterinary Nurse



# How long does an apprenticeship take?

It usually takes between 1 and 4 years to complete an apprenticeship, depending on which level you do. As a minimum, an apprenticeship must last for 12 months.

Level 2 – Typically 12-18 months

Level 3 – Typically 24 – 36 months







# Who Can Do an Apprenticeship?

Anyone can do an apprenticeship, as long as you are 16 years of age and over, living in England and not in full-time education.

# What is an apprenticeship?

An apprenticeship is a real job, where you work and learn at the same time, with hands-on experience, a salary and the chance to train and gain qualifications whilst you work.

- You are treated just like all other employees, with a contract of employment, get paid a salary and be entitled to all the statutory benefits such as holiday and sick pay.
- You are given real responsibilities and will be working towards a package of qualifications alongside your job.
- You will spend at least 20% (equivalent to 1 day a week) of your time completing off-the-job training at a college.
- You will train to be fully competent in your chosen occupation.



# How will I study as an apprentice?

- ❑ In apprenticeships, this is called 'off-the-job training' and should equate to 20% of your time.
- ❑ Your off-the-job training will be completed within your minimum of 30 paid hours per week and will fit around the job commitment and needs of the business
- ❑ There are different ways that off-the-job training can be delivered.
  - Once a week (day release)
  - In blocks of a week or more at scheduled times throughout the year

It could include:

- Lectures
- Role playing
- Simulation exercises
- Online learning
- Manufacturer training
- Work shadowing
- Mentoring, Industry visits
- Attendance at competitions



# Your training

- ❑ **Tutor** - provides the off-the-job training at college when you attend either one day per week or for a block of training. Your tutor and support with assignment work, projects, presentations, exams and focus on End Point Assessment (EPA)
- ❑ **Skills Coach** - you will be assigned a dedicated Skills Coach who will meet you and your mentor on a monthly basis, currently via digital platform, to ensure your welfare and safety within your working environment, assess competence, develop skills, knowledge & behaviors and will also be able to support you if you have any concerns or worries.  
*Your Skills Coach is the first point of contact*
- ❑ **Mentor** - Employer mentors play an essential role in the success of the apprenticeship programme by guiding you, building trust, modelling positive behaviors, supporting you to achieve 20% off-the-job training, arrange your induction, ensure Health & Safety and your welfare within the workplace, develop and support you to prepare for End Point Assessment (EPA)



**Regular reports and progress reviews will be shared and communicated between your Tutor, Skills Coach and Mentor so that your progress or any issues can be discussed and reviewed.**

# How will I be assessed?

All apprentices go through a process called End Point Assessment (EPA) which is taken at the end of the apprenticeship. It is different for each apprenticeship, but could typically include

- ❑ a presentation
- ❑ an interview
- ❑ a practical observation
- ❑ an online test/multiple choice questions

The EPA will test your academic learning, occupational competence skills and behaviors.



# Exemptions from maths & English

## Level 2 Apprenticeships

Qualifications	English	Maths	Minimum acceptable grade
GCSE	Any GCSE with English in the title	Any GCSE with Mathematics in the title	E or 2
Functional Skills level 1	English	Mathematics	Pass

Apprentices without level 1 English and maths Functional Skills or equivalent, will need to achieve this level and take the test for level 2 English and maths prior to completion of their Apprenticeship.

## Level 3 Apprenticeships

Qualifications	English	Maths	Minimum acceptable grade
GCSE	Any GCSE with English in the title	Any GCSE with Mathematics in the title	C or 4
Functional Skills level 2	English	Mathematics	Pass

Apprentices without level 2 English and maths Functional Skills or equivalent, will need to achieve this level for English and maths prior to completion of their Apprenticeship.



# Functional Skills

- ❑ Students aged 16+ who have not achieved exemption grades required for their level of Apprenticeship in maths/English, will continue to develop their skills by studying Functional Skills in these subjects as a requirement of their Apprenticeship.
- ❑ We deliver fun, engaging lessons which feel different to your lessons at school – feedback is very positive!
- ❑ Delivered typically at the beginning of your apprenticeship.

## Why do we need maths & English?

- ❑ Maths links to lots of apprenticeships because so many jobs require an individual to and to have *good problem-solving skills and to be able to measure, weigh, calculate ratios & proportions and use data.*
- ❑ English links to lots of apprenticeships because so many job roles require an individual to *think independently, to write and speak well, to write reports, to present information effectively and to work as part of a team.*



# Learning Support

Staff in the Learning Skills Centre can help you with and provide additional learning support for students with a range of academic support needs.

- Understanding and supporting specific difficulties in college or the workplace
- Study Skills – Numeracy / IT/Literacy
- Planning and organising your work
- Finding information
- Coursework
- Proof reading
- Exam preparation and arrangements
- Mentoring

Extra support is available for students with specific learning difficulties, such as dyslexia, dyspraxia, ADHD and Asperger's Syndrome. We can also provide help for those with visual or hearing impairments and other physical disabilities.

**Apprenticeship Inclusive Learning Practitioner - Joanne Mills**





# Student Health and Wellbeing Service

The Student Health and Wellbeing Service is available to all students who require support for a range of issues whilst at college. Issues can range from

- Homesickness
- Mental health issues
- Relationships
- Bullying
- Difficulties with coursework
- Depression
- Anxiety
- Financial difficulties
- Bereavement
- Health issues or family problems



BEACON AWARD  
COMMENDED 2018/19

If you have any specific issues you would like to discuss in confidence prior to starting college, you can contact the Health & Wellbeing team or the College Chaplain by email at [WellbeingTeam@reaseheath.ac.uk](mailto:WellbeingTeam@reaseheath.ac.uk)

# Why be an apprentice?

**A**chieve your career goal

**P**aid employment whilst you train

**P**rofessional qualifications

**R**ead jobs and real future

**E**mployment prospects: 90% of apprentices stay in employment

**N**o limits: from Farming to Veterinary Nursing to Food Technicians.....

**T**ransferable skills for life

**I**mproved employability through real work experiences

**C**areer progression from intermediate up to degree

**E**mployers you know: from JCB to Chatwins to Vets for Pets to Bombardier....



# The application processes

Some employers might use some or all of the below, so it's important to understand the timescales and what's involved.....

- Prepared your employer application ✓
- Submitted your employer application ✓
- Interview with employer ✓
- Submitted College Application form ✓
- Assessment Centre & online maths & English initial assessments**
- Telephone interview & skills scan with a Skills Coach
- Awaiting results/proof of your GCSE's

Only when/if all criteria and requirements are met will an offer/conditional offer be made

- Sign-up documents completed
- Induction to your Apprenticeship conducted



# Preparing for the first day of your apprenticeship

The first few days in a new job are really important for you to make the right impression and to get settled into the company. Follow this 10-point checklist for our hints and tips on acing the first few days.



## Use the day/night before to prepare

The night before your first day, make sure that your clothes are ready, your packed lunch is made and that you have a pen and notebook with you to take notes. Remember to check for any travel disruptions too!



## Eat breakfast

This will set you up for the day ahead. Try to have something nutritious like fruit or cereal and avoid sugary treats.



## Arrive early

You wouldn't want to be late on your first day! Make sure you get there early and make a really good impression that you are keen and hard working. If they have said that you should start at 8:30am, aim to be there at least 15 or 20 minutes early.



## Introduce yourself to colleagues

Don't be afraid to speak to your new colleagues, even if you haven't been introduced yet. Shake their hand, make eye contact and smile. Your colleagues will also be able to answer questions that you may have such as what people usually do for lunch or any groups that you might like to get involved with.



## Listen to what is happening around you

If you're in an open plan office where people wear headphones – don't! The first few weeks are crucial for you to listen to what is happening around you and to get used to how the company works. Make sure that you pay attention to the conversations happening around you – but remember not to listen in if it looks like the conversation is not aimed at you.



## Be interested

Make sure you make notes about everything. If you are given a task, ask when they need it by and aim to get it to them before the deadline so that you can delight them! Make sure you keep your phone put away and that you only use it to reply to messages during breaks.



## Show your enthusiasm

You've got the job – hooray! Be enthusiastic, be interested, make notes about everything and ask lots of questions.



## Have ideas

Depending on your role, you might start to notice things about certain aspects of your job that you feel could be improved. Make a note of your ideas and be ready to share them at a later time. Don't do this straight away though, you need to wait until you've settled in first and feel certain that your ideas will be welcomed.



# Stay in touch and follow us.....



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[Reaseheath YouTube - YouTube](#)

[Apprenticeships Quiz - Amazing Apprenticeships](#)

# THANK YOU

Questions are the route to all answers - so any questions?

[Great careers start at Reaseheath - Bing video](#)