

### WHAT IS AN APPRENTICESHIP?

The Apprenticeship programme provides you with an opportunity to earn while you learn. As an Apprentice you will spend time both in College and in the workplace learning new skills and training alongside experienced staff, which will lead to nationally recognised qualifications. At the end of the Apprenticeship you will have acquired job specific skills and the ability to perform your job competently; you will also achieve qualifications which are recognised by your chosen profession.

### VENUE AND DURATION OF COURSE:

The Apprenticeship programme will take place both at John Ruskin College and at the workplace. The programme will run for a minimum of 12 months.

### ENTRY REQUIREMENTS:

An enhanced DBS check must be completed before start of Apprenticeship.

### WHAT QUALIFICATIONS WILL I GET?

- Level 2 Diploma in Health and Social Care (England) (QCF) (Adult Care pathway only)
- Care Certificate
- Level 1 Literacy and Numeracy

### COURSE DESCRIPTION:

Apprentices will learn:

- Adult care practices, principles and standards including: care planning, duty of care, professional boundaries
- Individual dignity and respect supporting individual physical and mental well-being to help people live as independently as possible - including individual control and choice
- Person centred care safeguarding including: addressing personal rights and safety, dealing with abuse, comments and complaints and whistleblowing
- Communication skills including: active listening, showing empathy and verbal, non-verbal and written communication
- Health and safety practices and standards within a care environment including: dealing with accidents, fire safety, hazardous

### UNITS/TOPICS COVERED:

Please see above.

### TYPE OF ASSESSMENT:

The situational judgement test will take place under examination conditions run by the independent assessment organisations. The professional discussion may take place in the workplace under controlled conditions.

### EQUIPMENT NEEDED:

No specific equipment needed.

## WHERE CAN IT LEAD?

Adult Care Workers may work in residential or nursing homes, domiciliary care, day centres, a person's own home or some clinical healthcare settings. This standard covers both Adult Care Workers and Personal Assistants. Personal assistants do the same job as an Adult Care Worker and work directly for one individual usually within their own home.

## COURSE FEE:

All fees where applicable are paid for by the employers and no fees will be charged to Apprentices. Companies with a payroll of more than £3 million pounds will have a levy account which can be used to pay for apprenticeship training. Where the training costs exceed the amount of levy available the government will contribute 90% of the outstanding amount and the employer will be invoiced the remaining 10%.

*Other companies:*

Apprentice Age (start of programme)	Less than 50 staff members on PAYE	50 or more staff on PAYE
16-18 years	Free – No fees due	10% Contribution of overall fee
19+	10% contribution of overall fee	10% Contribution of overall fee

*Incentive payments:* All companies who recruit an Apprentice aged 16-18 years will be eligible for a grant of £500 once the Apprentice has been in training for 13 weeks and a further £500 at 52 weeks.

## WHAT TO DO NEXT:

If you have an employer, please call 020 8651 1131 and ask to speak to a member of the Apprenticeship team for further advice and to arrange an interview, or email [JRCApprenticeships@johnruskin.ac.uk](mailto:JRCApprenticeships@johnruskin.ac.uk). Candidates who are unable to secure employment should consider applying for a Full-time programme at the College or may consider a Traineeship programme.

### Disclaimer:

Every effort has been made to ensure that the details contained in this leaflet are up-to-date and accurate at the time of printing. However, the College reserves the right to alter or cancel courses, their content, entry requirements, fees or other details should circumstances dictate.

Should you require this leaflet in a different format please contact us on 020 8651 1131.

