

NEW!



Training and Education

New apprenticeship regulations

A pocket-sized guide for employers



Payment (non-levy payers):

Non-levy paying organisations will be expected to make a minimum contribution of 10% towards training costs.



Incentive payments:

- ALL employers who take on an apprentice who is **aged 16 – 18** at the start of their apprenticeship are eligible to receive a **£1,000 bonus payment per apprentice**.
- Businesses that employ **fewer than 50 members of staff** will be eligible for fully funded training for all apprentices who are **aged 16 – 18** at the start date of their programme.

Introduction:

Apprenticeships are a great way for you to grow, develop and nurture the skills and knowledge needed in your organisation.

Apprentices have the potential to offer your business many benefits. But, as the employer, you will have responsibilities too.

To find out more, please read through this handy guide, or visit our dedicated apprenticeships for employers website at:

www.hoopletraining.co.uk/employers



Standards and frameworks:

Apprenticeship **FRAMEWORKS** are gradually being replaced by new apprenticeship **STANDARDS**.

Apprenticeship standards have been developed following consultation with industry experts and are aimed at ensuring greater relevance to industry.

Hoople will be moving to the new standards as soon as they become available in our core subject areas.



Written agreement:

You'll have to sign a written agreement between you, your apprentice and your training provider.

This outlines everyone's responsibilities and commitments in terms of the apprenticeship.

Minimum wage:

You must pay your apprentice at least the National Minimum Wage for apprentices for the first year of their apprenticeship. This is set at £3.50 per hour from April 2017.

If the apprenticeship continues beyond 12 months, you will then be required to pay them at least the National Minimum Wage for their age group.

You can, of course, choose to pay more!

Hoople apprenticeships:

Hoople Training and Education offers apprenticeships in the following subject areas:

Health and Social Care

Dental Nursing

Business and Administration

Customer Service

Team Leading

Childcare/Teaching Assistants

For further information about the standard and framework routes that we deliver, please visit our dedicated apprenticeships for employers website at:

www.hoopletraining.co.uk/employers

Contracted hours:

You must offer your apprentice a minimum of 30 hours per week employment for at least one year.

Off-the-job training requirement:

Education and Skills Funding Agency rules stipulate that you have to support your apprentice to undertake off-the-job training.

This must amount to 20% of your apprentice's contracted employment hours and has to be accurately recorded.

Payment (levy payers):

Levy paying organisations will pay for their apprentice's training from their digital account (up to the maximum amount specified by the Education and Skills Funding Agency).



If you want more information, or are uncertain about the benefits of apprentices for your organisation, please get in touch.

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