



Oldham College



Apprenticeships



# Apprenticeships

at Oldham College



Recruit young people with the potential to progress to more senior roles in the future.

# Apprenticeships at Oldham College

## Would your organisation benefit from support to:

- Recruit young people with the potential to progress to more senior roles in the future?
- Up-skill existing care workers to progress into more senior roles or develop wider skills?
- Enhance the business management skills of managers?
- Improve the ICT skills of current staff?

## Apprenticeships are changing:

- New standards with more focus on learning and an end assessment of competence
- New funding models, levy, and incentives.

## By employing apprentices businesses can;

- Extend training budgets by using public funding for eligible staff
- Reduce recruitment costs
- Develop existing staff to take on additional duties
- Improve staff retention: apprentices develop a strong loyalty to firms that invest in their future
- Identify young people with the potential to progress to senior roles in the future.



**Oldham College and University Campus Oldham are working in partnership with the Chamber of Commerce and other partners to support local businesses by:**

- Hosting employer seminars to provide updates about apprenticeships and wider skills issues
- Providing a timetable of support drop in sessions in the chamber employer lounge at the college
- Developing a range of new standards to provide progression pathways at all levels
- Developing a range of programmes/modules to address business management skills needs
- Exploring how creative and digital students/ apprentices can support businesses with innovation.

**Our Skills Offer**

Oldham College is a vocational college, we are proud of our provision and the excellent facilities we have created as a result of significant investment. Employers are involved in shaping our skills offer to ensure that we continue to deliver the skills required both current and future requirements for both Oldham and Greater Manchester.

We prepare all our students for working life, support school leavers who are ready to start their career, support businesses to up-skill their staff, and retrain unemployed adults.

**Workforce Development**

- Our team of specialists are here to support businesses of all sizes, whether you want to recruit one apprentice, or carry out a full review of your workforce development plan.

**Our service offer includes:**

- Handling apprenticeship recruitment
- Providing advice on grants and funding
- Consultancy support to review the organisations training needs and develop a workforce development plan with you
- Levy advice and implementation support.

**Recruitment**

The Oldham College Job Shop was established in May 2015, since then it has worked with over 400 employers, and helped more than 300 school leavers and college students to progress into work and apprenticeships. Exploring how creative and digital students/ apprentices can support businesses with innovation.

**Apprenticeship Service**

Our sector teams are continually developing the range of provision we offer and how we work with employers to tailor apprenticeship delivery to meet business needs.



Exploring how creative and digital students/ apprentices can support businesses with innovation.



### Apprenticeships - What is changing?

From May 2017 employers will receive £1,000 when they train young apprentices aged 16 to 18, or apprentices aged 19 to 24 who have previously been in care or who have a local authority education, health and care plan.

The Government will also pay 100% of the training costs for this group of apprentices, if the employer is not required to pay the apprenticeship levy and has less than 50 employees.

The government will fund 90% of the training costs for older apprentices for these employers.

An apprenticeship levy is being introduced for larger employers, these employers will have 24 months to spend their apprenticeship funds and, beginning in 2018, increased flexibility to transfer a portion of apprenticeship funds to other employers.

### What are the facts about the levy?

- The levy is being introduced from 6 April 2017
- All employers with a pay bill of £3m or over will pay levy contributions
- The levy rate is set at 0.5% of the annual pay bill
- A levy allowance of £15,000 per year will offset levy
- It will be paid monthly via PAYE
- Groups of employers can pool the levy but will only receive one £15,000 allowance.

### Digital Apprenticeship Service

- Levy funds will be held and managed in a digital account
- Employers will be able to register from January 2017 for an account
- Employers will be able to access funds in their account from May 17
- Government will top up employer contributions monthly by 10%
- Funds will expire after 24 months.

### From May 2017, if you pay the levy you will be able to:

- See the funds you have available to spend in England
- Pay for apprenticeship training and assessment through the digital apprenticeship service

By 2020, all employers will be able to use the digital apprenticeship service to pay for training and assessment for apprenticeships.

### What Can the Levy Funds be spent on?

- Apprenticeship training and assessment
- Currently only for employers own workforce, supply chain being explored
- Levy can only be used for apprentices who start after 1 May 2017
- Payments are made to the provider monthly
- Funds cannot be spent on wages, travel, management costs etc.
- Government meets the costs of any English and maths requirements.



# APPRENTICESHIPS OFFER EMPLOYERS THE OPPORTUNITY TO STRENGTHEN AND DIVERSIFY THEIR WORKFORCE PROVIDING A FUTURE TALENT PIPELINE TAILORED TO BUSINESS NEEDS.

## What is an Apprenticeship?

There are rules governing what an apprenticeship is.

### The main ones are:

- The apprentice must be employed in a real job; they may be an existing employee or a new recruit
- The apprentice must work towards achieving an approved apprenticeship standard or apprenticeship framework
- The apprenticeship training must last at least 12 months
- The apprentice must usually work at least 30 hours a week
- The apprentice must spend at least 20% of their time on off the job training.

### What are the costs of training?

The link below supports employers to calculate the amount of levy they will pay, costs of training, and funding from government.

[www.estimate-my-apprenticeship-funding.sfa.bis.gov.uk/](http://www.estimate-my-apprenticeship-funding.sfa.bis.gov.uk/)

## What should you do next?

Book a place for your organisation at the Oldham employer event on 29th November where you will:

- Attend a presentation with key speakers from Greater Manchester
- Have an opportunity to network with other employers to explore the issues in more detail
- Arrange a one to one session with one of our experts to plan how you can maximise the benefits to your organisation from the new system
- Review workforce planning and the organisation's training and development plan
- Identify all roles that could be an apprenticeship, including progression for the existing workforce
- Model the training budget to maximise benefit from levy and government funding
- Register with DAS when available.

# How can we help?

- Apprenticeship planning and advice
- Through our wide range of existing apprenticeships and new developments
- Organisational needs analysis and workforce planning specialists.

## Timescales

### December 2016

Further employer guidance from HMRC on how to calculate and pay the apprenticeship levy.

### January 2017

Employers will be able to register with DAS.

### April 2017

Levy to be included in PAYE payments.

### May 2017

Employer access to funds in DAS account.

For further information please contact;

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Apprentices bring enthusiasm and a fresh perspective, so it's no surprise that 89% of employers say they make their business more productive.





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