

Integrated strategy Initiative for Strengthening the supply of APPrenticeships in TEXtile sector

TEXAPP

TASK	3.1 – Standard for competences of SMEs - HDTTC
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Prepared by:	HDTTC
Contributors:	Bill Macbeth Ian Macmillan
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Generic Project Template **Approved Employer Standard**

Effective relationships between employers, teachers/assessors and apprentices are essential to ensure the provision of successful apprenticeship programmes. Approved employers will be required to meet or be working towards a set of core principles. Meeting these principles will serve to build these relationships and help to ensure we have the right learner in the right company, provided with the right level of support to succeed and progress. To support the standard, we will ensure that every participating company that meets the **standard** has a supervisor and/or mentor in place to support the learning process. We will provide training and/or supporting documentation to explain and support the principles and commitment required.

Core underpinning principles:

1. **Provision of a safe working environment:** This will be monitored by an experienced qualified person and evidence will be required to ensure you meet any legal requirements.
2. **On-the-job learning:** You, as an employer, must provide the time and resources needed for the apprentice to complete successfully. This will include a suitable induction and a company learning plan. We will provide guidance and supporting documentation to support this.
3. **The Supervisor and Mentor:** You must identify and name a supervisor and mentor (it is appreciated that in small companies it may not be possible to have both roles but in these cases a supervisor is still required). These roles are essential and include a responsibility to; work closely with the tutor/assessor; write reports that closely monitor learner progress; develop a company learning plan; plan for learning at work and ensuring work schedules allow for this and remove any barriers to progress and success.
4. **Retention, success and progression:** Employers must demonstrate a commitment to; retaining their apprentice; supporting them to succeed and providing suitable progression routes for apprentices when they complete their programmes i.e. higher levels of study and/or progression either within the organisation or externally. This will be monitored throughout the apprenticeship.
5. **Additional principles added here if needed to meet your national/regional/sector characteristics**

PTO for 'Road Map' to registration - time frame - methodology:
The 'Road Map' to AES Registration:

