



SNC APPRENTICESHIP EMPLOYER GUIDE

Why Should You Take on an Apprentice?

Giving a placement to an apprentice can deliver real returns to your bottom line leading to lower overall training and recruitment costs, help improve productivity and in turn make your business more competitive.

By training your own apprentice you can train them to your standards and the effort you put into their training programme is personally very rewarding.

An Apprenticeship programme delivers skills and knowledge designed around your business requirements and provides the trained workers you need for the future. They also help you develop the specialist skills you need to keep pace with the latest technology and working practices in your sector.

Apprentices tend to be eager, motivated, flexible and loyal to the company that invested in them. Remember, an apprentice is with you because they want to be – they have made an active choice to learn on the job and a commitment to a specific career.



Suffolk
New
College

Facts and Figures

80% of those employers who employ apprentices agree they make their workplace more productive

81% of consumers favour using a company which takes on apprentices

The National Minimum Wage - For the latest information on apprenticeship pay please visit the Apprenticeships website.

Employers who take on a 16-18 year old apprentice only pay their salary. The Government will fund their training.

There are over 85,000 employers offering Apprenticeships in more than 130,000 locations; there are more than 200 different types of Apprenticeships available offering over 1,200 job roles

88% of employers who employ apprentices believe that Apprenticeships lead to a more motivated and satisfied workforce

83% of employers who employ apprentices rely on their Apprenticeships programme to provide the skilled workers that they need for the future

One in five employers are hiring more apprentices to help them through the tough economic climate

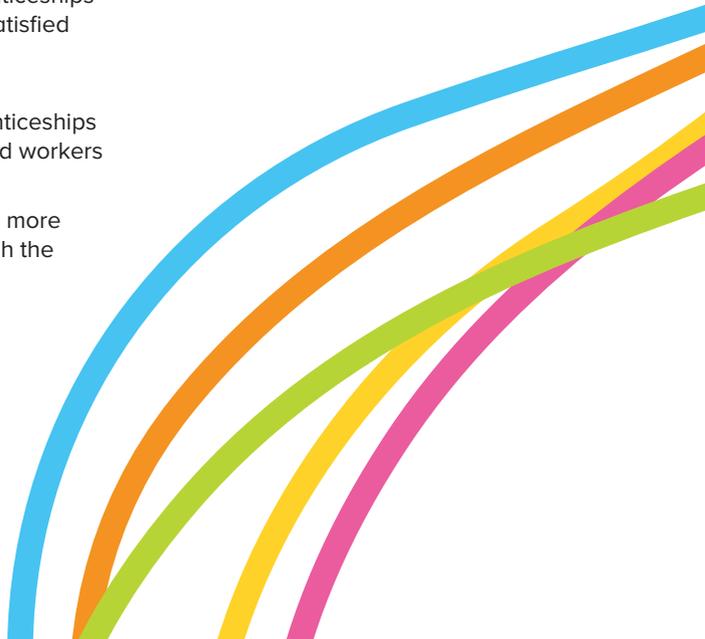
How Do You Take on an Apprentice?

There are several ways in which you can recruit an apprentice.

If you already have an employee who you think would be interested/suitable, you could approach them to see if they would be willing to carry out an apprenticeship.

You can also advertise for an apprentice. At Suffolk New College, we use the National Apprenticeship Service (NAS) website, where those interested will apply, we will check that they are suitable for the qualification, then we will leave it up to you to decide if you want to take the applicant on.

If you would like help or want more information, please let us know and we will be happy to advise.





Case Study:

Apprentices at Suffolk Constabulary

Suffolk Police HR Business Partner Rhiannon Day says apprenticeships are increasingly being seen as a vital part of the Constabulary's strategy.

In the last year, we have seen the introduction of the Living Wage, uncertainty of the labour market through the result of Brexit and its potential impact on skilled labour and talent pools from the EU, as well as some steady unemployment figures; and all with ongoing budgetary challenges. It is easy to understand therefore why Chief Constable Gareth Wilson is supportive of an apprenticeship scheme within the Constabulary to further support young people in the community.

Apprenticeships are a positive way of future planning to fill impending skill gaps and enable a framework to support and engage the local youth demographic. The scheme will provide a platform for introducing a new generation to the workforce, placing individuals not just in employment and continued education, but building and equipping them with essential skills required to succeed in this sector and beyond.

The scheme allows apprentices to make a valuable contribution to the organisation as we train and shape their knowledge, capability and confidence, helping to

provide a pipeline of talent for future deployment.

Apprenticeships combine practical 'on the job' training together with studying to gain a qualification. It enables an apprentice to gain experience by working alongside experienced staff to obtain job specific skills.

It was decided that we would employ four apprentices to study for a Pearson BTEC Level 2 Diploma in Business Administration or a Pearson BTEC Level 2 Diploma in Customer Service.

They will be employed for a 12 month period and fully supported with their studies in obtaining their qualification by Suffolk New College. Natasha Stead, the Assessor from Suffolk New College, meets with the apprentices and their Supervisors regularly to support with their course work and will continue to work in partnership with the Constabulary in supporting the apprentices throughout their apprenticeship.

The apprenticeship scheme is so worthwhile in supporting new talent and enables us to 'grow our own' staff, officers and possible leaders of the future. The apprentice scheme will have a positive impact on the apprentices, the supervisors and aids future succession planning within Suffolk Constabulary.