

# APPRENTICESHIPS

## AT NORTH KENT COLLEGE

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The benefits of an apprenticeship programme are far-reaching and have a positive effect on all involved.

Apprenticeships can offer you the chance to leave school at 16 and go straight into work, or improve your skills if you're already in work. This brochure and our case studies show why so many businesses are employing apprentices and the progressive influence they have on their organisations.

North Kent College has been offering work-based training and qualifications for more than twenty years and our reputation for providing flexible and quality training is supported by local organisations that work closely with us. They help provide apprenticeship opportunities for our students, within the local, regional and national communities.

The Government has identified apprenticeships as a huge growth area for training and up-skilling staff also, as well as a key progression route after GCSEs.



**92% of apprentices** in work said their apprenticeship helped further their career.

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# WHAT IS AN APPRENTICESHIP?

Apprenticeships offer you the chance to leave school at 16 and go straight into work so you earn while you learn and establish a valuable career path, gaining real on-the-job experience.

Many young people leave school or university without any real work experience. An apprenticeship gives you the experience that employers need, it improves your employability, and makes you an ideal candidate for employers when they're looking for newly qualified and skilled staff.

You can start an apprenticeship at any age, not just 16, and with any level of qualifications. If you're already in a job, changing to an apprenticeship programme with your employer can help you develop your skills and increase your chances of promotion and career progression. If you have qualifications above GCSEs, you may be able to start an advanced or higher level apprenticeship depending on the apprenticeship programme and the job role.

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A photograph of two people, a man and a woman, in a workshop or laboratory setting. They are both wearing safety glasses and dark blue polo shirts. The man is in the center, looking down at a piece of equipment. The woman is on the left, looking towards the man. The background is slightly blurred, showing industrial equipment. A large, semi-transparent purple and pink graphic overlay is on the right side of the image.

# THERE ARE THREE LEVELS OF APPRENTICESHIP AVAILABLE

We can advise you and your employer which level to undertake depending on your qualifications and the needs of the business. You can work through each level as you qualify if you want to. If you're already in work and want to gain more skills, speak to your employer about changing to an apprenticeship and we can advise which is the best apprenticeship programme for both you and your organisation.

- **Level 2:** Equivalent to five GCSEs at grade 9-4
- **Level 3:** Equivalent to two A-Levels
- **Higher Level 4 & 5:** Equivalent to an HNC, HND or Foundation Degree

# HOW DO I APPLY FOR AN APPRENTICESHIP?

Firstly, you must find an apprenticeship before you start your training programme with us. If you have an organisation ready to take you on as an apprentice, call us to arrange setting up an apprenticeship training programme with you and your employer.

If you are looking for an organisation who can offer you an apprenticeship, there are plenty of vacancies advertised on our College website. Check for vacancies on **[www.northkent.ac.uk](http://www.northkent.ac.uk)**

Or you can visit **[www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship)** for vacancies available nationally and apply online. You'll need to set up an account to use this service, but it's very simple and easy to navigate.

Once you've applied you will go through a normal interview process with the employer. Usually the employer will already have set up the training programme with us before this stage, but if not we can help both you and your employer with the apprenticeship training programme.

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# APPRENTICESHIPS WE OFFER

**We offer a wide variety of apprenticeships based at specialist training facilities at our campuses in Dartford, Gravesend and Tonbridge.**

## **These include:**

- AAT Accountancy
- Business Administration
- Carpentry and Wood Occupations
- Engineering
- Motor Vehicle
- Lean Manufacturing
- Hairdressing at The Lee Stafford Academy
- Dental Nursing
- Marine & Maritime Industries
- Maritime Studies



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**Over 90% of apprentices** currently go into work or further training.

# FREQUENTLY ASKED QUESTIONS

## **Who can I speak to about which apprenticeship suits me?**

We have a dedicated Apprenticeship Team available to supply you with information, advice and guidance. Please contact us on **01322 629400** or email **headofapprenticeships@northkent.ac.uk**

## **How many hours a week do I study and then also work?**

You will work and study for a minimum of 30 hours per week. Attendance at college can be one day a week, one day a month, one week each month, block release, or entirely in the workplace, depending on your occupation. You will be paid for both the hours you work and the hours you study. The programmes can also be flexible depending on your employer's requirements

## **How long will it take me to qualify?**

Each apprenticeship training programme, known as a Standard or Framework – can range from one year, to four years, this is dependent on the occupational area and level of qualification.



## Can I become an apprentice if I'm already working?

Yes – apprenticeships are a great way to gain additional skills and qualifications to help you get promoted and you can stay in your existing job while you train. Just speak to your employer about apprenticeship training and call us for further details of how you can transfer to an apprenticeship.

## What are the costs?

There are no costs for training for the apprentice (or their parents), apart from normal travel to work, tools, clothing and equipment costs that any employee would pay.

Training costs for apprentices are funded by employers through their 'Apprenticeship Levy'. This Levy requires all employers operating in the UK, with a pay bill over £3m each year to invest in apprenticeships. For smaller companies who don't pay the Levy, training is funded (or part-funded) by the Government. Our Apprenticeships Team can assist your employer with advice about the Levy or training funding. Please call us on **01322 629400** and ask for the Apprenticeship Team or email: **headofapprenticeships@northkent.ac.uk**

## How much will I get paid?

Pay depends on the Apprentice National Minimum Wage. Apprentice's minimum wage from April 2021 is **£4.30 per hour** (with plans to rise to £4.81 per hour in April 2022) if under 18 and in the first year of your apprenticeship. This rises if you are over 18 and when you progress into your second year. For example, a 22 year old apprentice in their 2nd year would be paid a minimum of **£8.36 per hour** (April 2021). The National Minimum Wage changes regularly; for current information please visit: **www.gov.uk/national-minimum-wage-rates**

# KEY BENEFITS OF AN APPRENTICESHIP

- ✓ **Earn a salary**
- ✓ **Get paid holidays**
- ✓ **Progress your career**
- ✓ **Sought after qualifications**
- ✓ **Learn job-specific skills and training**

If you or your employer need any help and guidance you can contact the NKC Apprenticeship Team on **01322 629400** or **headofapprenticeships@northkent.ac.uk**

## **We can offer the following FREE services to employers:**

- Help regarding the Levy and funding
- Training needs analysis
- Apprentice recruitment service
- On-going dedicated support



**Apprenticeships have helped to train 7% more females** into STEM (Science, Technology, Engineering and Maths) roles.

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**Tom Newell**  
Level 2 Light Vehicle  
Maintenance  
**Barkaways Ferrari**

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"My apprenticeship has helped me gain the qualifications I need to develop my skills in the workplace."

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**Ian Barkaway**  
Employer  
**Barkaways Ferrari**

"We all started as apprentices and have become an award winning team and our apprentices have a fantastic future ahead of them as part of this team."

**Charlotte Powsey**  
Level 3 Business  
Administration  
**Stone Parish  
Council**

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"Choosing to do an apprenticeship and going onto a higher level was one of the best choices I made."

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**Jennie Thomas**  
Employer  
**Stone Parish  
Council**

"The introduction of a Parish Apprenticeship Scheme enabled us to benefit from the enthusiasm and commitment of young people while they obtain valuable skills."

**Olivia Gladden**  
Level 2 AAT  
Accountancy  
**Riddingtons Ltd**

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"I liked the idea of carrying on my education in a specific subject whilst earning."

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**Jan Carter**  
Employer  
**Riddingtons Ltd**

"On top of extensive training and skills building, we like to pay our apprentices more than is suggested as we think the minimum wage is too low."

**Katie McMahon**  
Level 2 Hairdressing  
**JM Hairdressing**

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"I feel I have progressed quicker with the support of my salon whilst studying at North Kent College."

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**Jackie Mathis**  
Employer  
**JM Hairdressing**

"Apprentices are a vital part of the JM team; we could not operate without them. It provides a sound foundation for the early career of Hairdressers."



# NKC

**NORTH KENT  
COLLEGE**

**Dartford**  
Oakfield Lane,  
Dartford,  
Kent DA1 2JT

**Gravesend**  
Lower Higham Road,  
Gravesend,  
Kent DA12 2JJ

**Tonbridge**  
Brook Street,  
Tonbridge,  
Kent TN9 2PW

Contact us:  
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[www.northkent.ac.uk](http://www.northkent.ac.uk)

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