

Employers guide to Employment and Training Programmes

	T Levels	Traineeships	Apprenticeships	Skills Bootcamps	Sector Based Work Academies (SWAP)	Work Trials
Overview	High-quality, full-time technical qualifications, equivalent to 3 A Levels, covering all major sectors. T Levels are linked to apprenticeship standards. As well as learning in the classroom, students spend time on industry placements to develop their technical skills and behaviours.	Training programmes with work experience, for young people to develop foundation skills and experience to be ready for work, or an apprenticeship. At the end of the placement, if there is a vacancy in the organisation, the employer is asked to provide an interview.	A job with training, enabling new and existing employees to develop the knowledge, skills and behaviours they need to be occupationally competent. Apprenticeships range from Level 2 to Level 7 (post-degree) and are available in almost every industry.	Skills Bootcamps are available in regions across the country and include a range of digital courses, technical training in skills like construction or logistics, and green skills like solar energy. Employers can use the bootcamps to train their existing employees.	Sector-based work academies help prepare those receiving unemployment benefits to apply for jobs in a different area of work.	Work Trials are a trial period for an actual job where both the participant and the employer can take part without further commitment. This is an ideal opportunity to make sure the job is right. Work Trials last for no more than 30 days, though they are likely to be shorter.
Who is it for?	Students aged 16-19. Usually there is a basic requirement of 5 GCSEs	Young people aged 16-24 (or 25 with an education, health and care plan). They must not be qualified above Level 3	People aged 16 or over who are not in full time education. Apprentices can be new or existing employees	19 years and over* check eligibility	18 years and over who are receiving benefits	18 years and over who are receiving benefits
Where is it delivered?	80% of the time is spent with a provider (school, college or training provider), with 20% in a workplace placement	Most of the time is spent in the workplace, but some off-site learning is involved	Delivered in the workplace, with 20% of the apprentices time spent on off-the-job training, supported by the training provider.	Through the provider	Pre-employment training with the provider and a work experience placement	In the workplace
Levels	Level 3, equivalent to A Levels	Pre-apprenticeship level	From Level 2 (GCSE Equivalent) to Level 7 (postgraduate qualifications)	Medium-higher level skills - L3 (NB This is not a qualification)	No required educational level - the focus is on employability	No required educational level - the focus is on employability
How long is the programme	Two years	Can last from six weeks up to a year - Employer must offer an exit interview at the end of the traineeship with meaningful written feedback if no job is available	Apprenticeships can range from 12 months to 6 years depending on the level	Up to 16 weeks (usually part time)	Up to 6 weeks	1 week to a maximum of 30 days
Time spent in the workplace	Approximately 45 days (315 hours minimum). This can be shared with one other employer	Six weeks to six months - A minimum of 70 hours in the workplace is required	A minimum of 12 months	Training takes place using providers facilities or online/virtual (usually on a part time basis)	Up to 6 weeks - varies depending on pre-employment training requirements	Duration of the work trial
Costs to employer	£0, although you may choose to pay the student and contribute to travel and subsistence	£0, although you may choose to pay the trainee and contribute to travel and subsistence.	Year one Apprenticeship minimum wage or higher - then NMW or higher - May be a cost to training provider depending on levy status.	Between 10 - 30% of the cost of the training	£0 - The government will pay any travel and childcare costs whilst benefit claimants are on the scheme. There is no direct cost to an employer for running a sector-based work academy as training and administration costs are covered by government funding.	£0, although you may choose to contribute to travel and subsistence.
Incentives	£1000 incentive for every student starting an industry placement before 21st July 2022 (up to a maximum of 20)	Employers can receive £1000 per learner for up to ten learners - once the minimum 70 hours has been completed.	£1000 for students aged 16-18 or under 25 with a care plan. Reduced employer NI for students aged under 25 https://www.apprenticeships.gov.uk/employers/financial-incentives .	For employers wanting to train their own employees through Skills Bootcamps, the government will fund 70% of the cost.	No financial incentives - just an opportunity to trial a potential new employee before making a decision on whether to employ or not.	No financial incentives - just an opportunity to trial a potential new employee before making a decision on whether to employ or not.
Business Benefit	<ul style="list-style-type: none"> Industry placements give you early sight of the new talent coming into your industry. They can help you with recruitment, improve innovation, and increase your organisation's productivity. They also have important social benefits 	<ul style="list-style-type: none"> Opportunity to get to know and work with a young person to see if they're right for an apprenticeship or job in your business Design a programme that suits the needs of the trainee and your business Develop current employees' experience in training and mentoring Recruit new talent for your business 	<ul style="list-style-type: none"> Hiring an apprentice is a productive and effective way to grow talent and develop a motivated, skilled and qualified workforce You can adapt their training according to the needs of your business They are motivated to learn new skills You can expand and upskill your workforce As an employer, you can get funding from the government to help pay for apprenticeship training 	<ul style="list-style-type: none"> Help you develop a loyal and talented workforce with the skills you need Futureproof your business in a rapidly changing labour market Improve your productivity; learners are motivated to learn new skills, provide new ideas and a fresh perspective. Help you recruit staff with the right training and skills from the outset 	<ul style="list-style-type: none"> This is a flexible programme that can be tailored to meet your recruitment needs You can recruit staff with the right training and skills from the outset, developed through fully-funded pre-employment training An opportunity to provide work experience placements for potential employees to ensure they are suited to that type of role and your company Work experience placements allow developmental opportunities for existing employees, for example by working on their mentoring, supervisory and coaching skills An opportunity for positive publicity to show how like-minded businesses are working together to meet their social responsibilities 	<ul style="list-style-type: none"> This is a simple and flexible opportunity to try out a potential new employee.
When is this available until?	New pathways are added each year until 2023, when 23 options will be available indefinitely	Indefinitely - Incentive funding has been extended to July 2022	Indefinitely	Indefinitely	Indefinitely	Indefinitely
Progression routes	Employment, higher or degree level apprenticeship or higher education	Apprenticeships, work or further education	Employment or higher-level apprenticeships or higher education	Work or apprenticeship	Work or apprenticeship	Work or apprenticeship
How to get started	Visit www.tlevels.gov.uk to express your interest and be connected with local schools or colleges that offer T Levels	Contact the National Apprenticeship Service - to register your interest and to ask for advice and support on traineeships. They can help you set up a traineeship and advertise it on Find a traineeship.	Contact the National Apprenticeship Service or your local training providers.	Contact your local Skills Bootcamp provider.	Contact the Employer Services Line on 0800 169 0178. They can offer advice and will be able to put you in touch with a local Jobcentre Plus employer team.	Contact the Employer Services Line on 0800 169 0178. They can offer advice and will be able to put you in touch with a local Jobcentre Plus employer team.
Website Link	T Levels and industry placements for employers T Levels	Traineeship information for employers - GOV.UK www.gov.uk	Hire an apprentice (apprenticeships.gov.uk)	Skills Bootcamps (education.gov.uk)	Sector-based work academy programme: employer guide - GOV.UK www.gov.uk	Jobcentre Plus help for recruiters: Work trials - GOV.UK www.gov.uk
Sectors	Construction, Digital/IT, Education and Childcare, Health and Science - this is a new initiative that is being added to all the time. Currently there is limited availability in Greater Lincolnshire	All sectors - Traineeships can be linked to a specific apprenticeship or occupation	All sectors	Construction, Digital, Engineering and Manufacturing, Green Skills, Rail & HGV Driving - this is a new initiative that is being added to all the time, currently there is limited availability in Greater Lincolnshire.	All sectors	All sectors