



Course Delivery

One of the most frequent questions asked by both employers and learners is **How will this apprenticeship course be delivered?**

There are several methods of approach. For instance a Further Education College will normally require term time attendance at least once a week over the duration of the course, and assessment visits. As Training Providers we have a great deal of experience working with employers and fully appreciate the pressures on the business so try and avoid any unnecessary interruption to the daily routine. We will not normally require regular day release.

This approach varies of course depending on the business, but the assessor will be trying to get the full potential from each visit by maximising his opportunities to gather evidence or provide training. Rather than concentrate on one element of the framework, he will take opportunities to observe the learner in his normal working environment which provides evidence for the NVQ, as well as speaking with any colleagues or managers available who can also offer supporting evidence or testimony. This is the **Holistic Approach**

Without unduly interrupting the day to day business, the assessor will also support the learner to complete the ERR and BT EC workbook as well as working towards the Key Skills. He will also provide feedback to the learner on work which has been submitted since the previous assessment visit. These tasks help support the learner to complete the on-screen tests by using workbooks and practice tests.

Usually a short amount of time with the learner near the end of the visit should be enough to review the day and plan for the following activities and subsequent visit. We are also required to ensure the learner's well being and safety while on the course and will ask for confirmation.

As soon as each element of the framework is completed, the relevant certificate will be applied for so the learner can appreciate his progress and achievements to date.

Although you as the employer will get regular progression feedback from the Business Manager, the assessor too will keep you up to date and discuss any issues with you to remove any possible hindrance to a timely completion.