

# Level 3-6 Apprenticeships Learner Journey

## Before you start

#### **Welcome Email**

Receive a welcome email from the onboarding team with details of what to expect from your onboarding.

### Initial Careers on Careers Information, Advice, and Guidance (CIAG)

CIAG session with our dedicated CIAG team to explore your motivation and aspirations for your chosen apprenticeship.

#### **Enrolment Call**

Enrolment call with the Onboarding Team to confirm personal data, start and end dates, apprenticeship agreement and training plan.

Check in with your DLC.

Week 3

Check in

# Week 4

Your DLC will have a routine check in with

# **Employer Check**

your employer.

# Check in

your DLC, line manager and

\*Check in is dependent on progress.

# **Tutor Delivery**

Delivery of online live sessions until **End Point** Assessment.

Ongoing until End Point Assessment.

#### **Complete Bud Activities**

You will continue to submit learning activities throughout your apprenticeship journey.

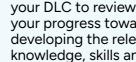
Ongoing until End Point Assessment.



## Feedback Received via

to provide feedback.





Ongoing until End



Bud DLC / DLA

Ongoing until End Point Assessment.









## Day 1 -Programme Launch

**Programme Start** 

A run through of your programme and what to expect with our Programme Launch Team.

## Week 1-2 **Baseline Review**

Review with your DLC and line manager.



Check in with account manager.

#### **End Point Assessment Readiness Check**

Every 10-12 weeks with your DLC to review your progress towards developing the relevant knowledge, skills and behaviours.

Point Assessment.







#### **Functional Skills**

All learners to upskill to Level 2.6 via BKSB and continuous learning.

Ongoing until End Point Assessment.

### **Functional** Skills

Non exempt learners aged 16 -18 or 'opted in' learners to meet tutor for learning sessions. Exam must be passed prior to EPA.



#### **Professional** Skills Development

Using Association of Apprentices resources.

Ongoing until End Point Assessment.

#### Welfare **Activities**

Develop your knowledge around safeguarding topics.

Ongoing until End Point Assessment.

## **End Point Assessment Gateway**



#### **Project Proposal**

\*If required Agree with line manager and DLC the project to be completed in EPA



Final review completed with your DLC prior to End Point Assessment.

#### **Learner Support** Sessions

Support for learners with additional learning needs where required with Learning Support Team.

#### **Customer Evaluations**

Your feedback matters to us, and you will be asked at various stages to provide this.

Ongoing until End Point Assessment.



#### Assessment Submission (Minimum of 2)

You can find programme specific EPA guidance:

**Programme** Specific Info.

#### **Further** Assessment Methods

If the programme requires further assessment methods, dates will be confirmed.



# Received

additional guidance.



#### **Success Stories**

QA may be in touch to see if you'd be willing to share your achievement via a Learner Success Story.



#### Assessment start

Your assessment start and end dates are confirmed.

#### **EPA Check in**

Your DLC will provide additional information around the EPA process.



Your DLC will inform you of your final grade and any

### **Destination Feedback**

You will receive a survey from QA to share your progress following completion of your apprenticeship.





