

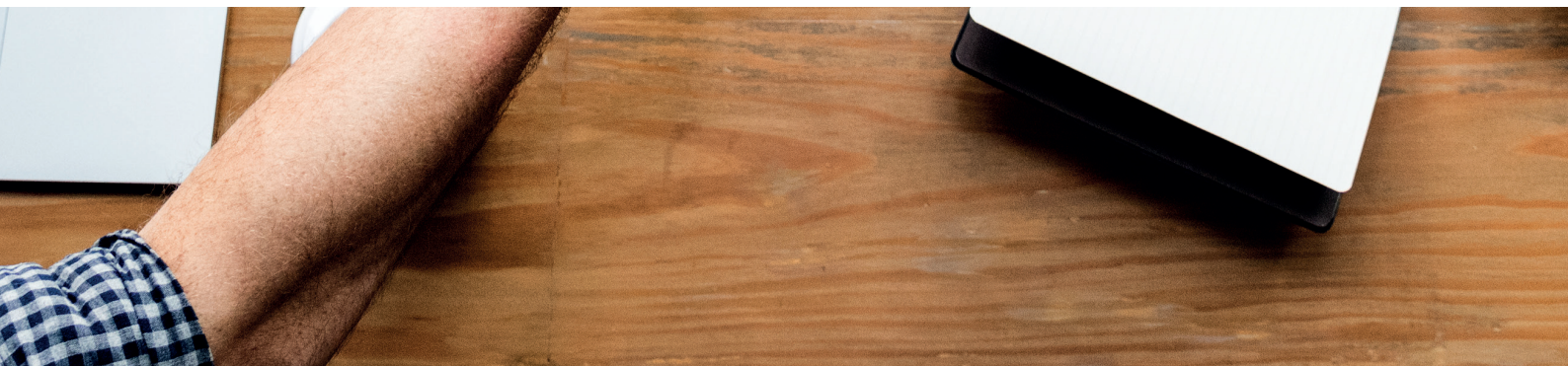


6 Hours a Week Off the Job Training

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Undertaking an apprenticeship programme is a commitment and Learner's must be able to commit to, and be able to undertake, 6 hours a week off the job training.

6 hours a week off the job training is a requirement set down by the Education Skills Funding Agency (ESFA) and is based on Learners working a contract of 30 hours a week. The length of programme maybe extended and the weekly required off the job hours reduced for those working part-time hours (less than 30 hours a week). However, if theLearner works more than 30 hours a week, the requirement is still 6 hours although employers may wish to offer more.

Although this sounds like a large commitment there are a range of activities that can be included. For new Learners, reaching the required hours is easy to evidence as they will be developing new knowledge, skills and behaviour for the first 3 months and on an ad hoc basis after that. For Learners already in employment, evidence of off the job hours is more likely to be derived from the teaching and learning undertaken with Intec.

Off-the-job activities can include

- Programme induction where new learning takes place
- One to one sessions with the dedicated Intec Tutor
- Other learning opportunities that are relevant to the programme
- Learning support and time spent writing assignments
- Online and workshop Learning
- Practical training: shadowing, mentoring, industry visits, meetings and competitions
- Interaction with peers, suppliers and customers that includes new learning Relevant to the programme
- Research
- Related projects

Training does not include functional skills delivery, progress reviews or training outside of working hours.



Enabling you to develop, progress and achieve.