

Traineeships

A guide for learning providers

Introduced in 2013, Traineeships provide an education and training programme which focuses on the needs of the employer to provide young people with the skills and work experience they will need to find employment in the care sector or to progress onto an Apprenticeship.



Who can undertake a Traineeship?

Traineeships are targeted at 16 – 23 year olds who are not in employment. Young people upto the age of 25 with learning difficulties in academic assessments can also complete a Traineeship. The learning and training is relevant for young people who may not be quite ready for permanent employment or an Apprenticeship.

Traineeship are suitable for those who are:

- unemployed and have little or no work experience
- motivated to work
- aged 16 – 18 and qualified below level 3, or 19 – 23 and have not yet achieved a level 2 (people who are aged up to 25 who have a learning difficulty academic assessment are also eligible)
- may be ready for employment or an Apprenticeship within six months of engaging with a Traineeships.

Structure of the programme

Traineeships are made up of:

- work preparation training, such as CV writing, developing a personal statement and job searching
- English and maths support (unless the young person has already achieved a GCSE A* - C in those subjects or a functional skills qualification at level 2)
- a quality work experience placement with an employer, lasting from six weeks to five months.

What are the benefits of delivering a traineeship?

Do you have employers who can't fill their vacancies/Apprenticeships?

Delivering a Traineeship that meets your requirements will allow you to help employers find the right people with the right values and behaviours to fill their vacancies/Apprenticeships.

Traineeships also provide a:

- stepping stone for young people before being employed in a permanent role or before starting an Apprenticeship. They help young people become 'work-ready'.
- flexible way of working with employers, adding to the content of Traineeships to meet the needs of the individual and the sector.

Which learning providers are eligible to deliver Traineeships?

Providers who have been rated 'Outstanding' or 'Good' at the start of the academic year (and who are not under notice from either the EFA or Skills Funding Agency for any reason) are eligible to deliver Traineeships. Providers who are re-graded to 'Outstanding' or 'Good' in year 2014, will also become eligible to deliver the programme.

[Click here](#) for more information about the Traineeships Framework for Delivery.

What do I need to do?

Learning providers are responsible for working with employers to establish how the programme will be delivered. They will deliver the work preparation training, and the English and maths support (if required), and the employer is responsible for delivering the work placement. Learning providers are also responsible for assessing the individual needs of the trainee.

If the individual is not suitable for a Traineeship, the learning provider might find it appropriate to offer an alternative training course, or refer the individual to the [National Careers Service](#) who can advise on the right steps for the young person.

How much does it cost?

All training costs are met by government funding. The employer may cover some expense costs for trainees, such as travel and food.

The funding rules for 16-23 Traineeships are available from [Skills Funding Agency - Providers - Funding Rules](#). For those providers contracted with EFA please refer to the [EFA Funding Guidance](#).

Further support

Skills for Care has a wealth of information and resources which can support learning providers:

Think care careers

Think Care Careers is our new interactive website that helps those interested in a career in social care find what job roles are available in the sector, as well as the range of skills and qualifications they need. It shows the different pathways and progression available, and has a range of resources and links to help job seekers take the next steps. [Click here](#) for more information

I Care...Ambassadors

I Care...Ambassadors are enthusiastic people working in social care who are willing to share their experiences with those who may not have previously considered a career in social care. They help to provide better understanding of working in the sector, promoting the wide range of different career opportunities. [Click here](#) for more information about using an ambassador.

Values based recruitment toolkit

Values based recruitment toolkit puts social care values at the heart of the recruitment and selection process by providing various tools and resources which support values based recruitment for the sector. [Click here](#) for more information about values based recruitment.

Sector route way

The sector route-way is a training course that gives people a good idea of what it's like to work in adult social care, helping them to develop the skills they need to get started. [Click here](#) for more information.

Learning through Work

Learning through Work is a series of pocket-sized booklets which help to develop the basic skills workers need to work in social care.

[Click here](#) for more information.