

Traineeships

A guide for learning providers

Traineeships are an education and training programme that provides young people with the skills and work experience they need to find employment in adult social care or to progress onto an apprenticeship.

The learning and training is relevant for young people who are motivated to work but aren't quite ready for permanent employment or an apprenticeship.

As a learning provider, you can work with adult social care employers to design a traineeship and deliver the learning aspects of it.

What does a traineeship involve?

Traineeships are made up of:



Work preparation training

Which might include CV writing, developing a personal statement and job searching.



English and maths support (if required)

Unless the young person has already achieved a GCSE A*-C in those subjects or a functional skills qualification at level 2.



High quality work experience with an employer

This can last from six weeks to five months.

Who can do a traineeship?

Traineeships are for 16–24 year olds who are not in employment and have little or no work experience.

They're suitable for 16-18 year olds who are qualified below level 3, or 19-24 year olds who have not yet achieved a level 2. Young people up to the age of 25, who have learning difficulties in academic assessments can also do a traineeship.

What are the benefits of traineeships?

Traineeships can help adult social care employers to find people with the right values for their vacancies and/ or apprenticeships.



They give young people a stepping stone into the sector before full time employment or an apprenticeship, and can help them become 'work ready'.



The flexibility of a traineeship means that employers can work with learning providers to tailor the content to the needs of their organisation.



It gives them the freedom to shape the skills and experience of young people in their local community, which can develop a loyal and skilled workforce.

Which learning providers are eligible to deliver traineeships?

Learning providers who've 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.

[Click here](#) for more information about the traineeships framework for delivery.

What do I need to do?

You should work with the adult social care employer and agree how the traineeship will be delivered.

As a learning provider you're responsible for delivering the work preparation training, and the English and maths support (if required). You should also assess the individual needs of the trainee throughout the traineeship.

If you don't think an individual is suitable for a traineeship, you could offer an alternative training course or refer them to the National Careers Service for further advice.

The employer is responsible for delivering the work placement part of the traineeship.

How much does it cost?



Government funding covers the costs of training. You can read the Skills Funding Agency rules for 16-23 traineeships on the Government website:

www.gov.uk/guidance/sfa-funding-rules

If you're contracted with the Education and Skills Funding Agency refer to their funding guidance at:

www.gov.uk/guidance/16-to-19-education-funding-guidance

Find out more

Visit the Government website to find out more about delivering a traineeship, and current funding opportunities.

www.gov.uk/government/publications/supporting-young-people-to-develop-the-skills-for-apprenticeships-and-sustainable-employment-framework-for-delivery