



Apprenticeship and Advanced Apprenticeship in Construction Crafts (Apprentice Guide)

- Carpentry & Joinery - Site
- Carpentry & Joinery - Bench
- Brickwork
- Paint & Decorating
- Plumbing

What is the course about?

An apprenticeship offers you the chance to earn a wage while you are employed and learning the practical skills required for the job. Once employment is secured within an organisation that can offer a job within the Construction trade, you will be trained and given the opportunity to develop your relevant trade skills.

Who is the course for and am I qualified to join it?

The apprenticeship is targeted at those over 16 years of age who would like the opportunity to pursue a vocational career and want an alternative to a formal academic course. The apprenticeship recognises that employment in the construction sector involves a diverse range of functions, tasks and activities, such as communicating with customers, other trade areas and working within a team.

You will need to be conscientious, mature, reliable, self-motivated, committed and enthusiastic. Apprenticeships are very popular and you will need to be sure that you are ready to begin your career. Any employment is challenging, while an apprenticeship carries the extra demands of gaining your qualifications and being willing to continually learn new things and update your skills.

Minimum requirements:

Apprenticeship

Intermediate Construction Award or Diploma Level 2 or Technical Plumbing Certificate Level 2 and GCSE grade C or above in English and Maths or key skills level 2

Advanced Apprenticeship

Intermediate Construction Award or Diploma Level 2 or Technical Plumbing Certificate Level 2 and GCSE grade C or above in English and Maths or key skills level 2, plus NVQ Level 2.

What will the course cover?

In order to achieve the apprenticeship you will be required to complete a Level 2 National Vocational Qualification in the relevant Construction Craft you have selected.

In order to achieve the advanced apprenticeship you will be required to complete a Level 3 National Vocational Qualification in the relevant Construction Craft and either the Advanced Construction Award, Level 3 Diploma or Level 3 Technical Certificate in Plumbing as well as key skills in communications and application of number at Level 2. In addition, you will learn about your rights and responsibilities as an employee and legislation relevant to the construction industry and the organisation you work in. You will cover the importance of Health and Safety within the work place.

What will I be able to do as a result of the course?

1. You should be able to understand how your organisation works to provide reliable customer service and your role within it.
2. You should be able to have the necessary skills to be able to enter into the construction industry.
3. You should be able to work as part of a team
4. You should be able to deal with clients and other people from other occupational trades.

How will I be taught?

You will be working with your designated employer for between 16-37 hours per week where you will be given the necessary on the job training by your employer to cover the organisation's specific operational needs. You will be required to attend any training sessions your employer deems necessary. Because of the nature of the construction industry, you will be required to work at different sites from residential, business sites to construction sites. It is essential that you have a flexible approach to work and travel.

You will be allocated an assessor who will provide guidance through one to one workshops and worksheets to gain further underpinning knowledge necessary to demonstrate your competency. You will also learn about employment rights and responsibilities.

As an advanced apprentice you will be required to attend college 2 days a week to complete your Advanced Construction Award or Level 3 Diploma in your given construction trade or Plumbing Certificate Level 3. In addition to the 2 days in college there will be a requirement for you to attend sessions to work on your portfolio.

How will I know I am progressing and how is the course assessed?

It is the tutor/assessor's role to assess your competence directly, they must be sure that you have met and shown evidence for all performance, knowledge and evidence requirements. When your assessor is satisfied that you have met all of the requirements for a unit, they will confirm this by signing the evidence record sheet for that unit to show that the assessment process is complete. Your assessor will need to agree a number of issues with you including: finding the best source of evidence to use for particular units, finding the best way of assessing you and confirming the best times, dates and places for your assessments to take place.

Will I have a chance to give my views on the course?

You will have constant contact with your assessor throughout the course. In addition, quarterly reviews with your assessor and workplace supervisor will give you the opportunity to provide feedback on any aspect of the course. There will also be an opportunity to evaluate your course at the end.

What could the course lead to?

You could progress on to an advanced apprenticeship in Construction within your selected trade.

How much will it cost?

The cost of recruitment, training for the relevant qualifications, assessment and monitoring is funded by the South London Learning and Skills Council for 16-18 year olds. For anyone over 19 years old, employers are required to make a contribution towards the cost.

What are the qualities I will need for the course?

Firstly you will need to be conscientious, mature and reliable. Apprenticeships are very popular and there are never enough placements to satisfy demand. Your employer will be committing time and resources to your training and you must be equally committed.

You will need to be absolutely sure that you are ready to begin your career. Any full time employment is challenging while an apprenticeship carries the extra demands of gaining your qualifications and being willing to continually learn new things and update your skills. You will need to be punctual, organised and able to meet deadlines.

How do I join the course?

Applicants should complete and return an application form, which should include an up to date reference after which an interview can be arranged. As this is a roll-on roll-off course, interviews take place throughout the year, including over the summer period.

If you would like to apply or just make some initial enquiries telephone our **Apprenticeship Hotline on 020 8607 8368**.

It may sometimes be necessary to modify the information in this leaflet. 12.08

This PDF can also be provided as a leaflet (large print or audio cassette also available).

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