

WHAT IS AN APPRENTICESHIP?

The Apprenticeship programme provides you with an opportunity to earn while you learn. As an Apprentice you will spend time both in College and in the workplace learning new skills and training alongside experienced staff, which will lead to nationally recognised qualifications. At the end of the Apprenticeship you will have acquired job specific skills and the ability to perform your job competently; you will also achieve qualifications which are recognised by your chosen profession.

VENUE AND DURATION OF COURSE:

We work closely with employers to design a programme of delivery that meets that needs of your specific apprenticeship programme. This can involve attendance at East Surrey College or may be fully delivered in the workplace. The apprenticeship will be for a minimum of 12 months and total length of time will depend on previous experience and recommended delivery time for the specific standard.

ENTRY REQUIREMENTS:

5 GCSE grade 9-3 (A*-D) that includes English and Maths. You must be employed in the air transport sector for a minimum of 30 hours a week. It is essential you have the right mind-set for working full time and studying at the same time. Having a can-do attitude, being flexible and reliable are also important. You must also be able to communicate effectively with others.

WHAT QUALIFICATIONS WILL I GET?

The Apprenticeship is made up of a number of qualifications that you will receive, which includes:

- Aviation Ground Operative Level 2 Apprenticeship
- Level 1 Functional Skills – English*
- Level 1 Functional Skills – Maths*

*If you already hold equivalent levels of maths and English to Level 1 you will be required to study these subjects and take an exam up to Level 2. If you have GCSE Grade C/4 or above, you will be exempt from that functional skill.

COURSE DESCRIPTION:

The Level 2 programme provides all the basic practical skills and knowledge needed to work in the aviation sector as a ground operative. This could be in a number of environments, such as a commercial airport, military base, aerodrome, heliport or other airfield. Main duties will be to assist trained airport professionals with the daily operation of the hangar and ramp.

UNITS/TOPICS COVERED:

- Security
- Safety
- Compliance and Legislation
- Aviation Systems
- Disruption, Incidents and Emergencies
- Aircraft Handling



TYPE OF ASSESSMENT:

The assessment takes place through coursework, continuous observation of practical skills and end of unit tests. You will also be assessed in the work place by a college assessor. There is an end point assessment that must be completed successfully to achieve the qualification.

EQUIPMENT NEEDED:

Your employer will give you a job specific list if required.

WHERE CAN IT LEAD?

Completion of this course enables progression onto Level 3 Advanced Apprenticeship a related topic.

COURSE FEE:

All fees where applicable are paid for by the employers and no fees will be charged to Apprentices. Companies with a payroll of more than £3 million pounds will have a levy account which can be used to pay for apprenticeship training. Where the training costs exceed the amount of levy available the government will contribute 90% of the outstanding amount and the employer will be invoiced the remaining 10%.

Other companies:

Apprentice Age (start of programme)	Less than 50 staff members on PAYE	50 or more staff on PAYE
16-18 years	Free – No fees due	10% Contribution of overall fee
19+	10% contribution of overall fee	10% Contribution of overall fee

Incentive payments: All companies who recruit an Apprentice aged 16-18 years will be eligible for a grant of £500 once the Apprentice has been in training for 13 weeks and a further £500 at 52 weeks.

WHAT TO DO NEXT:

If you have an employer, please contact our Employer Services team on 01737 788316 or by emailing employerservices@esc.ac.uk. To find an employer working with the College, view all of our current Apprenticeship vacancies on our website www.esc.ac.uk/apprenticeship-vacancies. Candidates who are unable to secure employment should consider applying for a Full-time programme at the College or may consider a Traineeship programme.

Disclaimer:

Every effort has been made to ensure that the details contained in this leaflet are up-to-date and accurate at the time of printing. However, the College reserves the right to alter or cancel courses, their content, entry requirements, fees or other details should circumstances dictate.

Should you require this leaflet in a different format please contact Client Services on 01737 788444.

