

Frequently Asked Questions

What is a Higher Apprenticeship?

Higher Apprenticeships have been designed to support higher level skills development which is critical to the economy. They respond to employer's higher level skill needs, support business growth, meet individuals' career aspirations and enhance opportunity for social mobility.

Higher Apprenticeships are part of the government funded apprenticeship 'family' of training schemes which are designed to develop higher skills in leadership and management, as well as open up work based routes to the professions and senior job roles.

Who are Higher Apprenticeships for?

Higher Apprenticeships are for professionals looking to move into managerial, leadership and advanced practice roles, as well as those already in these positions who are seeking to develop their skills.

What Is the Higher Apprenticeship in Care Leadership and Management?

This is a tailored Higher Apprenticeship designed specifically to train leaders and managers in the adult care sector. This course is a level 5 apprenticeship, which incorporates the industry standard professional qualification and the level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services. It is part of the Skills for Care Higher Apprenticeship family and is a natural progression route for staff who have previously completed an Advanced Apprenticeship in Health and Social Care.

Who is the Higher Apprenticeship in Care Leadership and Management For?

The Higher Apprenticeship is especially for Adults' Residential Managers, Adults' Managers and Adult's Advanced Practitioners in Adult Social Care. It is for staff who already work in the adult care sector and wish to become qualified for a managerial or leadership position or staff looking to up-skill and update their qualifications.

What are the entry criteria?

There are no specific qualifications that are needed to enrol on the Higher Apprenticeship in Care Leadership and Management. Whilst there are no formal entry criteria, most of the higher apprentices tend to have some care experience or qualifications.

I already work in care, what attributes and skills should I have if I am thinking about the Higher Apprenticeship route?

Desirable attributes and skills include: A motivation to succeed within the sector, good interpersonal skills with effective verbal and non-verbal communication; willingness to undertake personal care of those in care i.e. dressing, feeding, washing and toileting; an ability to work in small informal teams and the ability to lead formal teams; good decision making skills, positive and open minded as well as being non-judgemental.

I have already done my functional skills and ERR as part of the Advanced Apprenticeship, do I have to do them again?

No, your previous functional skills and ERR qualifications can be carried forward into the Higher Apprenticeship.

Can I progress to further study after completing a Higher Apprenticeship?

(For more information on the Diploma Pathway and the HE Pathway see the relevant entry below)

If you are looking to further your education or your career then there are many opportunities that are available on completing your higher apprenticeship:

- You can progress onto further qualifications that will develop your skills as an advanced practitioner or as a Manager.
- If you have completed the Diploma Pathway, you could move onto the HE Pathway of the Higher Apprenticeship and add extra 40 credits from a range of university level CPD courses offered at our University and College partners across the network that will build on your special areas of interest. This will allow you to build a 120 credit University Certificate of Higher Education alongside your Higher Apprenticeship.

After completing your HE pathway Higher Apprenticeship, you can progress on to a number of named Foundation Degrees, Graduate Certificates and Top-up degrees in Sussex.

On completion of your Higher Apprenticeship in Care Leadership and Management, it is much easier to move across the sector into other areas of your interest.

For more information about career progression visit:

<http://careerpathways.skillsforcare.org.uk/index.html>

As an employer, where can I find potential apprentices?

The Apprenticeship Vacancy Matching Service is the national website for matching employers and potential apprentices. Remember, there is no cost to you as an employer to advertise your vacancy on the Apprenticeship Matching Service. It can also be a very useful recruitment tool as practitioners are often interested in moving to an employer that is prepared to support them in their career development.

<https://apprenticeshipvacancymatchingservice.lsc.gov.uk>

Where can I study Higher Apprenticeships in Care Leadership and Management?

You can study for your Higher Apprenticeship through a range of centres and delivery sites across Sussex. Remember, much of the learning for your apprenticeship will take place in your place of work and will be integrated in your normal work role. You may have to attend college only one day a week or less.

You can enrol for your Higher Apprenticeship at any of the following partners of the Sussex Learning Network: Central Sussex College, City College Brighton and Hove, Northbrook College, Sussex Coast College Hastings, Sussex Downs College and University of Chichester.

When will I be able to enrol on the Higher Apprenticeship?

You can enrol now at Central Sussex College, Northbrook College and Sussex Downs College for the Diploma only Pathway. City College Brighton and Hove, and Sussex Coast College Hastings will be enrolling new candidates on the Diploma only Pathway in Spring 2013. The integrated HE pathway starts from 2013 and candidates will be able to enrol at a number of centres across Sussex.

What does it cost?

The cost of the Higher Apprenticeship varies slightly between providers. You will need to contact your local delivery centre directly to get up to date information on the current fees.

Can I get financial help?

If you are a Care Sector employer, you can get help with the cost of the Higher Apprenticeship through Skills for Care's Workforce Development Fund (WDF). The WDF is a funding stream from the Department of Health that is administered by Skills for Care. It focuses on the achievement of qualifications and supports the on-going professional development of staff across the adult social care sector.

In 2012-2013 the WDF will provide support at the rate of £15 for each credit studied as part of the Higher Apprenticeship. The Diploma only pathway of the Higher Apprenticeship is 98 credits which means that an employer would be eligible to claim up to £1470. This money can be used directly to cover the costs of learning, such as college fees, or towards associated costs such as wage replacement, coaching or mentoring. For more information on the WDF and detailed eligibility criteria, visit:

<http://www.skillsforcare.org.uk/wdf>

How Do I access the Workforce Development Fund (WDF)?

You can access the WDF through your normal route via your employer partnership. If you are a care employer and have not previously claimed workforce development funding then you will need to join one of the existing employer led partnerships responsible for its disbursement. Please note that partnerships who distribute funding on Skills for Care's behalf may charge a small administration fee. However, this administration fee will not be in excess of £2.25 per credit.

For a list of the partnerships visit:

http://www.skillsforcare.org.uk/funding/workforce_development_fund/accessing_wdf.aspx

Who is eligible for workforce development funding?

To be eligible for workforce development funding you must have completed the National Minimum Data Set and be a member of an employer led partnership.

If you are an employer then you can access and sign up to Skills for Care's national minimum data set for social care (NMDS), this is the leading source of robust workforce intelligence for adult social care. A well-populated NMDS account gives you access to workforce development funding and gives you the opportunity to claim support for your staff training.

For information on Employer criteria visit www.skillsforcare.org.uk/wdf

If you are not already a member of an employer-led partnership you can visit the WDF funding site to find more information, or talk to your Skills for Care Area Officer (Karen Stevens) to be put in touch with your local partnership.

I am a first time employer of apprentices, what funding can I get?

If you are taking on apprentices between 16-24 for the first time or after a 12 month break, then you might be eligible for an Apprenticeship Grant for Employers (AGE). The grant is worth £1500, this is in addition to the training costs of the apprenticeship framework which is paid in full for those who are 16-18 and at 50% for those between 19-24.

For more information on the benefits of AGE visit:

<http://www.apprenticeships.org.uk/employers/steps-to-make-it-happen/incentive.aspx>

This is one of many government funded schemes for those taking on apprentices and employers are encouraged to visit the National Apprenticeship Service website for the most up to date information on employer incentives.

What will I learn?

The Higher Apprenticeship will develop your management and leadership skills, will prepare you for a move into a leadership role, and give you the skills you need to support the tasks of registered managers in residential, domiciliary and adult placement settings.

What are the differences between the Diploma Pathway and the HE Pathway?

There are two pathways that you can follow to study for your Higher Apprenticeship, the Diploma Only Pathway or the Higher Education (HE) Pathway.

The Diploma Pathway is the general adult social care pathway for Adults' Residential Managers, Adults' Managers and Adult's Advanced Practitioners in Adult Social Care. It is not suitable for people working in the Health Service or Children and Young People Services.

The HE Pathway embeds the Diploma Pathway and enables you to develop your specific skills to gain a 120 credit university certificate of higher education.

The Higher Apprenticeships Care Leadership and Management (CLM) in Sussex

