



Apprenticeships

Heart of Yorkshire Education Group

Castleford | Selby | Wakefield

Apprenticeship Mini-Guide

DO YOU WANT TO BE AN APPRENTICE?

Apprenticeships are a great mix of hands-on learning in the workplace and theory learned with us at the Heart of Yorkshire Education Group to give you the practical skills and knowledge you'll need to thrive in the working world.

We work with a variety of different employers, ranging from small to large who offer great opportunities to 'earn while you learn'.

Why Us?

We work with over 1,000 apprentices and 500 employers.

- 1 Achievement rates above national average
- 2 Rated 'Good' by Ofsted
- 3 Well-established safeguarding procedures
- 4 Wide-ranging support at College and in the workplace



KEEGAN

Welding and Fabrication Welding and Fabrication Apprenticeship (Level 2)

“WHILST STUDYING LEVEL 2 WELDING AND FABRICATION, I COMPLETED A ONE-WEEK PLACEMENT AT UK STREET STYLE. I FOUND THIS REALLY REWARDING. I GAINED A LOT OF EXPERIENCE AND KNOWLEDGE, APPLYING MY CLASSROOM SKILLS TO REAL-LIFE WORK. DUE TO MY SUCCESSFUL PLACEMENT, THEY OFFERED ME A TWO-YEAR APPRENTICESHIP WHICH I'M REALLY ENJOYING.”

We offer four levels of apprenticeship:

Level 2 Intermediate

Qualification equivalent to

5 GCSEs at A*-C or 9-4

Duration

1-2 years

Level 3 Advanced

Qualification equivalent to

2 or more A Levels

Duration

1-4 years

Level 4 Higher

Qualification equivalent to

Foundation degree, HNC or HND

Duration

Up to 4 years

Level 5 Higher

Qualification equivalent to

Diploma of Higher Education

Duration

Up to 2 years

Apprenticeships are for anyone aged 16 or over and they allow you to earn and learn at the same time, giving you great prospects for the future!

EARN WHILE YOU LEARN

As an apprentice, you'll work for an employer, and you will earn a wage. The minimum wage for an apprentice is £5.28 per hour but wages will vary as there are many employers who are willing to pay more than the minimum.

We work with a variety of different employers, ranging from small to large, who offer great opportunities to 'earn while you learn'. Some of the top companies we currently work with are Unilever, Drax, Warburtons, Coca Cola, Haribo, Wakefield Council, West Yorkshire Fire Service and several local NHS Trusts including Mid Yorkshire and South & West Yorkshire.

YOU CAN PROGRESS TO HIGHER-LEVEL APPRENTICESHIPS OR HIGHER EDUCATION HERE WITH US AT THE HEART OF YORKSHIRE EDUCATION GROUP

WE CURRENTLY OFFER APPRENTICESHIPS IN:

CURRICULUM BASED

Horticulture And Landscape Operative - Level 2

Information Communications Technician - Level 3

Commis Chef Level 2

Production Chef Level 2

HEALTH & EDUCATION

Dental Nurse - Level 3

Healthcare Science Assistant - Level 2

Healthcare Support Worker - Level 2

Senior Healthcare Support Worker - Level 3

Teaching Assistant - Level 3

Learning Skills Teacher - Level 5

Adult Care Worker Level 2

Children, Young People & Families Practitioner Level 4

Early Years Educator Level 3

Early Years Practitioner Level 2

Lead Adult Care Worker Level 3

Leader in Adult Care Level 5

BUSINESS & PROFESSIONAL

Operational/Departmental Management - Level 5

Team Leader/Supervisor - Level 3

Professional Accounting Taxation Technician - Level 4

Customer Service Practitioner - Level 2

Assistant Accountant - Level 3

Human Resource Consultant - Level 5

Human Resource Support - Level 3

Business Administrator - Level 3

Emergency Service Contact Handling - Level 3

Customer Service Specialist - Level 3

Accounts/Finance Assistant - Level 2

AUTOMOTIVE

Motor Vehicle Service & Maintenance Technician - Level 3

Heavy Vehicle Service & Maintenance Technician - Level 3

Autocare Technician - Level 2

ENGINEERING

Engineering Operative - Electrical - Level 2

Engineering Operative - Fab/Weld - Level 2

Engineering Operative - Mechanical - Level 2

Mechanical and Electrical - Level 3

MOET Electrical or Mechanical and Mechatronics - Level 3

Metal Fabricator - Level 3

Engineering Manufacturing Technician Level 4

Food and Drink Maintenance Engineer Level 3

Food and Drink Process Operator Level 2

Engineering Design and Draughtsperson Level 3

Maintenance and Operations

Engineering Technician Level 3

CONSTRUCTION

Installation Electrician/Maintenance Electrician - Level 3

Property Maintenance Operative - Level 2

Plumbing & Domestic Heating Technician - Level 3

Carpentry & Joinery - Level 2 - Architectural

Carpentry & Joinery - Level 2 - Site

Advanced Carpentry & Joinery - Level 3 - Site

Bricklayer - Level 2

Don't just take our word for it!
What do our Employers and
Apprentices say?

CRAIG WIGGLESWORTH, STT

Specialist Tooling Techniques

WE HAVE USED WORD OF MOUTH THROUGH OUR EMPLOYEES HOWEVER THE GREATEST RESOURCE WE HAVE LOCALLY IS WAKEFIELD COLLEGE. IN 2019, WE GOT IN TOUCH WITH THEM TO HELP US FIND CANDIDATES THAT MEET OUR NEEDS AS THE JOB DEMANDS STUDENTS OF A HIGH CALIBRE THAT POSSESS THE ABILITY TO LEARN QUICKLY AND ABSORB AND RETAIN THAT INFORMATION. THEY HAVE AND STILL CONTINUE TO FIND US SOME OUTSTANDING CANDIDATES, MANY OF WHICH ARE STILL WITH US NOW, NO LONGER APPRENTICES. ONE OF THE MANY BENEFITS OF OFFERING APPRENTICESHIPS WE FOUND IS THAT THEY ARE LOYAL EMPLOYEES!



MARCIA

Team Leader Apprentice

"I HAD EXCELLENT SUPPORT, MOTIVATION AND ENCOURAGEMENT FROM MY EXCELLENT TUTOR WHO GOT ME OVER THE FINISH LINE IN SUMMER 2020 WITH A DISTINCTION WHICH I AM EXTREMELY PROUD OF."

CORA

Business Administration Apprentice

"I FEEL THAT MY APPRENTICESHIP HAS CHANGED ME AS A PERSON, GIVEN ME THE CONFIDENCE I NEVER HAD, AND IT'S GIVEN ME THE MOTIVATION TO WORK HARD FOR WHAT I WANT TO ACHIEVE IN THE FUTURE."



REBECCA

HR Apprentice

"I BELIEVE APPRENTICESHIPS ARE VERY REWARDING. IT HAS GIVEN ME THE OPPORTUNITY TO GAIN A QUALIFICATION BUT ALSO PUT MY LEARNING INTO PRACTICE ON A DAILY BASIS. IT HAS ENABLED ME TO GROW IN CONFIDENCE AND ACHIEVE NEW SKILLS, INCLUDING, COMMUNICATION SKILLS, LISTENING SKILLS, TIME MANAGEMENT AND ORGANISATIONAL SKILLS."

CALLUM

Bricklaying Apprentice

"I'M REALLY ENJOYING MY BRICKLAYING APPRENTICESHIP AS YOU CAN SEE THE HOUSES GETTING BUILT FROM START TO FINISH AND IT GIVES YOU AN INSIGHT INTO WHAT IT'S LIKE ON-SITE."



BRAD

Fabrication & Welding Apprentice

"I FOUND THAT EVERYONE I DEALT WITH AND WORKED WITH ON THE COLLEGE STAFF, WHETHER IT BE THE TWO TUTORS I HAD OVER THE YEARS OR THE COLLEGE ASSESSORS, WERE INTERESTED IN THE SUBJECT OF FABRICATION AND THIS MADE LEARNING FROM THEM MUCH EASIER WITH THIS ENTHUSIASM. OVERALL, IT WAS AN EXCELLENT EXPERIENCE AND HAS HELPED SET ME UP FOR LIFE. THANK YOU!"

ZOE

Business Administration Apprentice

"COMPLETING MY APPRENTICESHIP AT THE COLLEGE REALLY HELPED TO INCREASE MY CONFIDENCE BOTH IN AND OUT OF WORK. IT ALSO GAVE ME THE OPPORTUNITY FOR VALUABLE WORK EXPERIENCE WHILST COMPLETING MY COURSE OF STUDY."

HOW TO BECOME AN APPRENTICE?

If you already have a prospective employer, please contact the Apprenticeship Recruitment Team to discuss further

OR

Find an Employer who is recruiting apprentices

- 1 Submit a copy of your CV which we can share directly with employers who are looking to recruit an apprentice.
Send your cv to: apprenticeships@wakefield.ac.uk
- 2 Some Employers do approach us regarding vacancies and those Apprenticeship vacancies can be found on our website:
www.wakefield.ac.uk/apprenticeships
- 3 Register for an account on www.gov.uk/apply-apprenticeship which will allow you to search and apply for a range of apprenticeship vacancies

Quick tips on Creating your CV

- 1 No more than a couple of sides of A4
- 2 Clearly presented and easy to read
- 3 Only include relevant info
- 4 Be positive, concise and honest
- 5 Avoid fancy fonts, use 11 as your minimum font size
- 6 Spell check!
- 7 Get someone to proofread it

NEED HELP? REQUEST A
CV TEMPLATE FROM THE
APPRENTICESHIP RECRUITMENT
TEAM AT WAKEFIELD COLLEGE

WANT TO FIND OUT MORE?

So, if you think an apprenticeship might be for you, join us and start your journey to a fulfilling career!

Come along to our next open day

Register online for entry

www.wakefield.ac.uk/events

www.selby.ac.uk/events

Visit www.wakefield.ac.uk/apprenticeships or www.selby.ac.uk/apprenticeships where you can find more information about the apprenticeships on offer and any current vacancies

Alternatively, call us on **01924 789469** or email

Apprenticeships@wakefield.ac.uk

www.gov.uk/apply-apprenticeship

SIMON NELSON

Micra Truck Bodies

"WE ARE A MASSIVE BELIEVER AND ADVOCATE FOR APPRENTICES. WE HAVE USED WAKEFIELD COLLEGE FOR OUR APPRENTICES FOR THE PAST 10 YEARS AND INCREASED OUR INTAKE OF APPRENTICES YEAR ON YEAR. IT'S BETTER TO TRAIN SOMEONE FROM LEAVING SCHOOL AT 16 AS WE CAN TRAIN THEM TO OUR HIGH STANDARDS. WE ALSO FIND IT HELPS WITH JOB RETENTION AS THE APPRENTICES ARE MORE LOYAL TO YOU AS YOU'VE SPENT TIME TRAINING THEM."