

Information for Parents/Guardians

As a parent/guardian of a candidate or one of our current apprentices, we understand that you will want to find out more about what an apprenticeship means for your son or daughter.

Speaking to some of our existing apprentice's parents/guardians, we've come up with our top 10 frequently asked questions. We hope you find out what you need here but if you don't, please get in contact with us and we'll answer any questions that you might have.

Why is this a better option than university?

In today's climate of budget cuts and high cost of university tuition, the option of going to university for higher education may not be the right choice for everyone and a degree may not necessarily be the requirement for many employers where experience and work-based skills are of more value.

In today's competitive marketplace, developing the right skills can help your son or daughter to get ahead and stay ahead. We deliver an apprenticeship programme that is above the national average for success rates.

An apprenticeship is a fantastic start to a young person's career. We offer employment within one of our Centres working with prestigious car brands and with the chance to earn and learn. More importantly, there are no expensive tuition fees or years of lessons.

What will my son/daughter get from their apprenticeship?

First and foremost, your child will be receiving a quality education working for a reputable organisation. We invest in our people and believe in developing them both personally and professionally. This is achieved through every part of the apprenticeship programme with work experience, block learning, regular activities and assessment.

They will work within one of our Centres throughout their apprenticeship, giving them employment and mentoring by our highly skilled and qualified team. On successful completion of the programme apprentices receive a nationally recognised qualification (Vocationally Competent Qualification/Vocationally Related Qualification/Scottish Vocational Qualification) as well as qualifications in functional skills and TPS specific certifications.

An apprenticeship is a chance to start a career. Many of our apprentices have progressed in their career to become Sales Manager, Regional Managers or become part of our Head office team. So what can an apprenticeship give? In a nutshell: an education, paid employment, development opportunities and chance to start a career.

What will they be paid?

All our apprentices are paid as a basic standard the national minimum wage standard. Any increase on this is at the discretion of our TPS Centres. More information about the national minimum wage can be found here:

<https://www.gov.uk/national-minimum-wage-rates>

Can I come and see the facilities and meet the people from the programme?

We would be delighted to welcome you to meet the team and see the facilities. We want you to have the opportunity to learn more about our business, the TPS brand and the dynamic environment that your son or daughter will be working in.

Our industry requires highly skilled and qualified people who are dedicated to delivering a positive experience for every one of our customers. We want our apprentices to exceed these standards and we will do everything we can to help them succeed.

Induction days take place for all of our apprentices and we would like to invite you to attend so you can hear more about the programme, see the training facilities and meet our team.

How will their progress be monitored?

Progress is monitored in a number of ways throughout the programme;

Firstly there are Vocational Learning Advisors (VLAs) in your local area that undertake regular visits to the workplace. The VLAs will support both the learner and employer throughout the learning journey and ensure that the block release training is matched with the on-the-job training. They are available to answer questions and provide both personal and professional support.

Within the workplace, there are mentors who support apprentices in their everyday job role. From showing them new skills learning more about the business, the mentors are experienced individuals there to guide apprentices through their learning journey.

Assessments are undertaken throughout the programme to ensure the apprentices understand and can apply their learning according to the course objectives. Formal practical or exam style assessments take place at the end of each training module.

Where will they stay during their training?

Accommodation is provided at the local Kents Hill Park. You can see more about the accommodation here:

<http://www.kentshillpark.com/>

At the induction day a tour is given of the accommodation. You are welcome to join us for the tour and see the facilities for yourself.

Throughout their stay, the apprentices are well taken care of. The hotel have a staff member who is employed purely to look after the welfare of the apprentices (she is on site Sunday – Thursday 5pm-12am). To support female safeguarding, we also have a female skills trainer who will talk with any apprentice should they not wish to speak with a male member of staff.

All apprentices are supplied with:

Breakfast @ Kents Hill - selection of cereal, toast, full English, pan cakes, yogurt and fruit.

Lunch @ NLC – Apprentices can choose from two meat dishes and one vegetarian dish including; freshly made clay oven pizza with salad or chips, sandwiches, wraps, salad bar, refillable soft drinks.

Evening meal @ Kents Hill – Rolling main menu with a large selection of meals based on apprentice feedback, salad bar and jacket potatoes, hot and cold deserts and a refillable drinks are also included.

Every Wednesday night the apprentice programme puts on an activity which may include go-karting, outdoor laser quest, touring car simulator's or aerial extreme (outdoor rope climbing).

We also have activities running at the hotel for everybody to get involved in.

We understand that this might be their first experience away from home so we try to ensure that everyone has fun in a safe environment.

How do you carry out duty of care?

The hotel has a member of staff on site until 11:30pm and there is also a safeguarding phone which is manned 24/7 should any apprentice wish to talk. Each apprentice receives a card with all the important numbers they may need whilst on programme. The apprentices are encouraged to talk with their trainers or assessors in the first instance. Our apprenticeship trainer technical manager is the designated person on site for safeguarding and he holds a meeting every Monday morning to remind apprentices of their points of contact.

We also adhere to a zero tolerance policy regarding alcohol, drugs and bullying. All apprentices sign an agreement to show that they understand the programme standards on week one.

Who can I contact for more information?

Our specialist recruitment team are on hand to help you with any further enquiries. Please contact us at:

T: 0800 5873051

E: info@tpsapprenticeships.co.uk

W: www.tpsapprenticeships.co.uk

