

# Delivery model options for the Hairdressing and Barbering Apprenticeship

## Background

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The new Professional Standards for Apprenticeships in Hairdressing and Barbering, which include a regulated qualification, started on 1 May 2017.

These technical qualifications along with the specified Maths and English qualifications must be completed prior to the apprentice being put forward for their End Point Assessment (EPA).

Therefore, VTCT will operate two stage cost structure, one for the qualification and the second to cover the EPA and Apprenticeship certificate.

## Costs

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*Stage 1 - The qualification cost which is £100 per apprentice, paid at the time of a registration, which includes:*

- Qualification registration and any external quality assurance visits deemed necessary
- Online examinations
- Online Teaching & Learning resources; Pivot Point digital teaching (for Hairdressing and Barbering) and Digital Assess (Manage and Annotate products)
- Qualification certification

## *Maths and English*

Apprentices will need to have at least level 1 maths and English and to sit the test for level 2 during the Stage 1 On-programme part of their apprenticeship unless they already hold an appropriate GCSE at Grade C (Grade 4 from 2017) or equivalent qualification. VTCT offers Functional Skills through our partner SkillsFirst Awards at a cost of £15.00 per skill.

*Stage 2 – The EPA cost which will vary, depending on the model of assessment and will be payable at the time of scheduling the EPA. This cost covers:*

- EPA by an Independent Assessment Examiner (IAE)
- Overarching Apprenticeship certificate

## VTCT responsibilities

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VTCT will take responsibility for the following components of an Apprenticeship:

- 1) External quality assurance of the hairdressing/barbering qualification
- 2) Functional skills registrations (if applicable) and quality assurance
- 3) Independent EPA<sup>1</sup>
- 4) Issuing of the VTCT qualification certificate
- 5) Claiming and issuing of the overarching Apprenticeship certificate.

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<sup>1</sup> The provider must contract with the apprentice assessment organisation (VTCT) and have a written agreement in place. The written agreement must set out the arrangements for sharing relevant information about the apprentice.

## Models of assessment

The maximum number of apprentices that can be assessed at any one time by a single IAE is eight.

The costs for Hairdressing and Barbering where 3 or more apprentices are being assessed are as follows:

Number of apprentices for assessment*	Hairdressing cost*	Barbering cost**
	Maximum 6 hour assessment	Maximum 3 hour assessment
3 (Base cost)	£1,000	£700
4 (Base cost plus £150 per additional apprentice)	£1,150	£850
5	£1,300	£1,000
6	£1,450	£1,150
7	£1,600	£1,300
8	£1,750	£1,450
9	N/A	£1,600
10	N/A	£1,750
11	N/A	£1,900
12	N/A	£2,050
13	N/A	£2,200
14	N/A	£2,350
15	N/A	£2,500
16	N/A	£2,650

\*Centres that wish to assess 9 or more apprentices will incur an additional base cost to cover a second day or second IAE on the same day.

\*\*A maximum of 16 apprentices can be assessed in one day (2x 3 hour sessions of 8 apprentices).

VTCT is committed to provide a range cost effective solutions to support the varying types of training providers through the EPA process. Consequently, VTCT will support two EPA models as follows:

### *Model 1 - EPA at the training/employer's own centre/workplace*

This model is suited to larger providers whereby three or more apprentices are ready to sit their EPA on a single day. Apprentices and centres together must source the models.

A base cost will be charged for the first three apprentices with an additional cost of £150 charged for each additional apprentice up to a **maximum of 8** for Hairdressing and a **maximum of 16** for Barbering per IAE.

### Example 1: **Large training provider with three hairdressing apprentices for EPA (EPA at own centre)**

The centre:

- 1) **Registers** apprentices (**Cost 1**) on the VTCT qualification that is part of the selected Apprenticeship standard. Centre pays the qualification apprentice registration fee of **£100** per apprentice.
- 2) **Delivers** the qualification in full, undertaking all specified assessments. The centre may have an unannounced external quality assurance spot check by VTCT.
- 3) Together with the employer, **decides and puts forward** apprentices for their End Point Assessment (EPA).
- 4) Contacts VTCT to **arrange the EPA**. VTCT will arrange for an Independent Assessment Examiner (IAE) to visit the training provider's specified location (workplace or training site). The centre has three apprentices and therefore pays **£1,000 (Cost 2)** at the time of scheduling the EPA, as per the fee schedule.

*The total cost for three apprentices is as follows:  $(3 \times £100) + £1,000 = £1,300$*

*The cost per apprentice is: £433.33*

### Example 2 – **Large training provider with eight hairdressing apprentices for EPA (EPA at own centre)**

The centre:

- 1) **Registers** apprentices (**Cost 1**) on the VTCT qualification that is part of the selected Apprenticeship standard. Centre pays the qualification apprentice registration fee of **£100** per apprentice.
- 2) All eight apprentices require level 2 maths Functional Skills. Centre **registers** apprentices on VTCT Functional Skills at fee of **£15** per skill.
- 3) **Delivers** the qualification in full, undertaking all specified assessments. The centre may have an unannounced external quality assurance spot check by VTCT.
- 4) Together with the employer, **decides and puts forward** apprentices for their End Point Assessment (EPA).
- 5) Contacts VTCT to **arrange the EPA**. VTCT will arrange for an Independent Assessment Examiner (IAE) visit to the training provider's specified location (workplace or training site). The centre has eight apprentices to be assessed and therefore meets the minimum three-apprentice threshold for this type of EPA. The centre pays **£1,750 (Cost 2)** at the time of scheduling the EPA, as per the fee schedule.

*The total cost for eight apprentices is as follows:  $(8 \times £100) + (8 \times £15) + £1,750 = £2,670$*

*The cost per apprentice is: £333.75 or 3.7% of the £9K Apprenticeship payment.*

### *Model 2 - EPA at a host centre*

This model is suited to smaller providers with less than 3 apprentices and those without an available centre to conduct the EPA.

VTCT will publish an annual timetable of host centres by region for which a standard cost will be charged per apprentice.

Centres will schedule apprentices for their EPA assessment. Apprentices will be required to provide their own models and should come prepared with their own products, tools and equipment for the assessment.

The standard EPA costs are as follows: **hairdressing = £350; barbering = £300.**

### **Example 3: Small training provider with one barbering apprentice for EPA (EPA at host centre)**

The centre:

- 1) **Registers** the apprentice (**Cost 1**) on the VTCT qualification that is part of the selected Apprenticeship standard. **£100** per apprentice.
- 2) **Delivers** the qualification in full, undertaking all specified assessments. The centre may have an unannounced external quality assurance spot check by VTCT.
- 3) Together with the employer, **decides and puts forward** the apprentice for their End Point Assessment (EPA).
- 4) **Logs onto VTCT's EPA online booking system** to schedule the apprentice for their EPA at a regional host centre. The centre pays **£300 (Cost 2)** for the apprentice at the time of scheduling the EPA, as per the fee schedule.
- 5) **Will arrange for the apprentice to attend** the host centre to undertake their EPA as scheduled. The apprentice must provide models and bring with them any products, tools and equipment that they wish to use throughout their assessment.

The VTCT IAE will conduct the EPA at the host centre.

*The total cost for one apprentice is as follows: £100 + £300 = £400*

Centres will receive apprentice grades no later than 48 hours after the EPA.

Apprentices that fail the EPA will be required to retake the assessment and will be recharged in line with the EPA fee structure. The resit can take place on or after 28 days of the original fail and the centre must maintain evidence that appropriate feedback and tuition have taken place prior to the resit. There is no limit to the number of resit attempts.