

# TRAINEESHIP QUALIFICATIONS

## Building a Traineeship programme with VTCT

### Entry requirements

Suitable for learners who are:

- Eligible to work in England
- Have little or no work experience, but who are motivated to work
- Aged 16 to 24 – or 25 with an EHC plan and qualified up to level 3

### Government grant

Employers who make new work placement opportunities available also receive an incentive payment of £1000 per learning for up to 10 learners



### Duration



A typical traineeship lasts for a minimum of 6 weeks to a maximum of 1 year, although most will last for less than 6 months.

### Progression

A Traineeship programme is an excellent way to prepare young people for an apprenticeship or for entry to the labour market.

It should lead to employment, including self-employment, an apprenticeship or further learning at level 2 or level 3.



### What's involved in a Traineeship?

The training provider has a number of responsibilities, including:

- Meaningful and high-quality education
- The safety of trainees
- Liaising with an employer to provide work experience
- Provide work preparation training
- Provide support in Functional Skills
- Develop the trainee's skills
- Optional sector-specific technical and professional qualifications



### Bespoke Packages

A Traineeship can be tailored to meet the needs of the learner by choosing one qualification each from the following:

- Employability Skills
- Functional Skills
- Vocational Skills
- Sector focused technical qualifications and professional qualifications to help the learner prepare for occupational standards within apprenticeships



### Types of Qualification

There are five sizes of qualifications at level 1 and level 2 to choose from; Award, Extended Award, Certificate or Extended Certificate.