

Covid-19 Employer/ Apprentice update 06/04/2020

I know you will all be aware that our delivery of apprenticeship training is continuing, albeit in a rather different way!

Since we had to close the training centres to ensure learner and staff safety, and support the government's social distancing measures, we have continued to provide apprentices with structured work and activities. Our key priority has been to avoid disruption to apprentices learning and to enable them to continue towards achieving their qualifications.

We have commenced the use of live streaming and online support for our apprentices and every learner has been contacted to check on their progress. Apprentices will continue to engage with their tutors and assessors in real time either from home or from work. After Easter we will be delivering webinar classes supported by further structured work and on line activities.

Reviews of learner progress will continue, conducted by telephone and will involve work place supervisors for those still in work. For furloughed apprentices' reviews will focus on the completion and progress with the work set.

We are proud of the steps and efforts being made by our staff to protect future careers and give learners the ability to continue to achieve their goals.

We appreciate that many apprentices have been furloughed and others have changed work patterns, we intend to work with every apprentice to reduce any disruption to their progress to a minimum.

Furloughed apprentices can continue their learning

The government has stated 'Our objective is to support all employers, and apprenticeship training and assessment providers, to retain their apprentices, and to help them plan with more certainty through this difficult period of disruption.' They have produced further guidance on the flexibilities they have introduced. We anticipate further guidance and will update you as we hear anything further.

<https://www.gov.uk/government/publications/coronavirus-covid-19-apprenticeship-programme-response/coronavirus-covid-19-guidance-for-apprentices-employers-training-providers-end-point-assessment-organisations-and-external-quality-assurance-pro>

We are working with any apprentices who have been furloughed to ensure they continue their 20% 'Off the job' training requirement. They will be able to attend webinar sessions and have other on line training available to them. LITE staff will work with each learner to set action plans and targets. Apprentices must log all the time they spend completing their learning activities on their monthly 'MTAR' form. This will count towards their apprenticeship requirements and help to ensure they do not fall behind with their learning. There is an opportunity here for apprentices to undertake additional off the job training and 'get ahead' with their learning in order to concentrate more on work skills and evidence once work resumes. Furloughed apprentices are asked to send their MTAR's by email to h.dowell@liteltd.co.uk (St Helens learners) or l.peneveyre@litestockportltd.co.uk

(Stockport learners). For those who cannot scan and send we will accept photos of the MTAR. We ask learners to keep the original safely to give in to us when we open again.

Apprentices still in work

Many apprentices who are still working (mostly in veterinary practices) are experiencing changed working schedules. We appreciate the necessity of this and wish to work closely with each individual to ensure their learning continues. We plan to record the Webinar classes to enable those unable to attend in real time due to work commitments to view the session later. These apprentices should continue to complete their MTAR's on a monthly basis.

Veterinary nursing NPL

For student veterinary nurses it is unlikely that they will be able to make any significant progress with their NPL, this is inevitable and is an area that can be addressed once things return to normal. Apprentices should concentrate on the development of their knowledge and understanding at this time.

Examinations and assessments

- A) Veterinary Nursing
 - a. OSCEs have been postponed. The RCVS will be reviewing this in June, we will continue to support apprentices who are waiting to sit these exams.
 - b. On line exams. City and Guilds have agreed that Evolve exams may be taken in the work place, subject to staffing levels as an invigilator will need to be available.
 - c. Written exams. We are awaiting further clarification from City and Guilds.
 - d. Assignments. We will continue to set assignments to the published schedule. Some apprentices may need to request an extension if they are unable to secure sufficient case evidence.
- B) Animal Care and Welfare
 - a. Internal assessments and end point assessment preparation will continue using remote methods.
 - b. End Point Assessment. LANTRA has postponed the current assessments planned. We are awaiting further information from LANTRA. Apprentices waiting for their assessment will continue to be supported and should use the time to prepare for their professional discussion and revise for the assessment.

Work changes

We ask all apprentices and employers to keep us updated with any changes, in order for us to fully support apprentices. Please let us know of any changed working practices / hours / furlough arrangements.

We expect everyone linked with LITE to follow the latest government instructions to assist with minimising the risk of spreading the virus.

Stay at home

- Only go outside for food, health reasons or work (where this absolutely cannot be done from home)
- Stay 2 metres (6ft) away from other people
- Wash your hands regularly and as soon as you get home

Further guidance and the latest updates are provided on the official [Government website](#) and the [NHS website](#).

We would like to thank both apprentices, employers and staff who have risen to the challenge of learning and working under these challenging conditions with new approaches and embraced the opportunity to adapt to continue to develop.

If anyone has any questions please do contact me on jsreed@liteltd.co.uk.

Stay safe.

Jackie Shopland-Reed

Manager LITE Ltd