Dear Provider,

Please complete this form as accurate and as realistic as possible. NHS Education South Central decisions will be based on information provided on this form.

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Brockenhurst College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Lyndhurst Road, Brockenhurst SO42 7ZE</td>
</tr>
<tr>
<td>Website address</td>
<td><a href="http://www.brock.ac.uk">www.brock.ac.uk</a></td>
</tr>
<tr>
<td>Telephone Number</td>
<td>01590 625589</td>
</tr>
<tr>
<td>Contact person</td>
<td>Melina Brothers</td>
</tr>
<tr>
<td>Email address / phone number</td>
<td><a href="mailto:mbrothers@brock.ac.uk">mbrothers@brock.ac.uk</a> 01590 625561</td>
</tr>
</tbody>
</table>

Please provide brief information on your Organisation’s Apprenticeship Provision History.

Successful provision in Business Administration, Customer Service, Retail, Hospitality and Plumbing/Construction Skills. Invested in e-portfolio system (MAYTAS optional software upgrades to provide online e-monitoring facility could be ordered to fulfil bespoke NHS needs).

Please detail all awards and accreditations you currently hold and sector/ programme specific Awards. E.g. The Training Quality Standard, Ofsted Grades, e.t.c.

OFSTED-Apprenticeship Success Rates 94% in 2007-8 compared to General FE of 67.5%
OFSTED ‘Outstanding’ Grade 1 Overall May 2008 and confirmed again January 2009
TQS-Working toward PART A (expected early 2010)

Please provide details of Provision flexibilities that you can offer NHS South Central based on the three priority areas identified across NHS South Central using list of Frameworks attached

**Framework 102** –Apprenticeship includes City and Guilds NVQ Level 2 in Business Administration-Work Based Assessment (using e-portfolio). On Line Technical Certificate and 2 days College workshop attendance off site for duration, including Key Skills. Candidates would be subject to an interview appraisal before commencement. Close liaison with the line manager also specified. **Expected Completion within 12 months.**

**Framework 263** –Apprenticeship includes City and Guilds NVQ Level 2 in Customer Services-Work Based Assessment (using e-portfolio). On Line Technical Certificate and 2 days College workshop attendance off site for duration, including Key Skills work. Appraisal interview/Line Manager Liaison. **Expected Completion within 12 months.**

NB 102 and 263 above are ‘fast track’ incorporating e-portfolio and demand minimum off work
Framework 220 - Apprenticeship including City and Guilds NVQ Level 2 in Professional Cookery. 
Work Based Assessment but with 1 day a week in term time (Mondays 1pm -7pm) off worksite at College for practical workshops, Key Skills work and Technical Certificate. Appraisal Interview/Line Manager Liaison

Framework 117 - Apprenticeship including NVQ Level 2 in Plumbing.
Work Based Assessment but with 1 day a week in term time off site at College`s Hardley Construction Skills Centre, for practical, Key Skills and Technical Certificate. Appraisal Interview/Line Manager Liaison.

**Expected Completion is 24 months**

Framework 236 - Can offer Apprenticeship including City and Guilds NVQ Level 2 in Adult Health and Social Care.
Work Based assessment, but with 1 day a month in term time off site at College for underpinning knowledge workshops, Key Skills and Technical Certificate. Candidates would be subject to an interview appraisal before commencement. Close liaison with a work line manager would also be specified.

**Expected Completion is 12 months**

NB It would be assumed close working with NHS line managers and apprentice mentors in the work place, and access to candidates in the work place for assessment purposes.

Please list resources required from NHS South Central

Training Rooms and quiet space. Desk and computer access for candidates. NHS support for candidate via mentor and line manager e.g. release to attend College where applicable and costs to candidates for tools, equipment, books, specialist clothing such as chefs whites, or steel toed boots that may be a requirement of the course.

Give details of anticipated funding available for Apprenticeships

NESC funding would provide unrestricted age apprenticeship opportunities and provide more opportunities for existing NHS workforce as well as new starter vocational opportunities. Current LSC 19-25yo apprenticeship provision on above frameworks but limited by age and numbers –anticipated NESC funding to cover existing workforce and also to link in with ESF funded-Pre Employment Training, Quick Start and Response to Redundancy programmes for new starters.

Give details of evaluation plans

Apprenticeships are reviewed at 3 months, 6 months and at exit, with monthly feedback, or as requested by the line manager.
Every unit passed is notified to the line manager and their feedback on the candidates’ development and performance is requested.
It is possible to have immediate on line access to candidates’ progress with the addition of software upgrade access to the e-portfolio system. To customise this to NHS needs would require 2 software upgrades of £2k each.
The candidates will have set their goals which are measured and outcomes are aligned with the business needs as defined by the line managers, who will have a clear outline of development and progression by completion.

Continual Professional Development is instigated within the culture and goals of the NHS from start to completion.

The impact for the NHS line manager would be in measurable performance improvement, staff retention, self confidence and team working abilities that would lead to future progression and improved performance, whilst mitigating the candidate risks.