Apprenticeship standard (England only)

Software Developer

Industry: Digital

City & Guilds code: 9628-01 (on-programme), 9628-02 (on-programme) and 9648-71 (EPA)

LARS number: 2

City & Guilds

A City & Guilds Group Business

⧗ **Typical duration:** 24 months

🪙 **Funding band:** 12 (£18,000)*

🪜 **Level 4**

*Funding bands from May 2017

On-programme learning: Available

End-point assessment (EPA): Open for registrations

Software developers build and test simple, high-quality code across front end, logic and database layers. A developer typically works as part of a team, in which they have responsibility for some straightforward elements of the overall project. The developer interprets design documentation and specifications. Roles include: web developer, application developer, mobile app developer, games developer, real time systems developer and software developer.

The new standard was approved by BEIS in May 2014 and is a new occupation that does not directly replace any of the SASE pathways.

City & Guilds – helping you with an expert solution

There are four stages where we can work together to help your apprentices from the start through to successful completion of their training.

Plan
Helping you plan and prepare for the new standards with a bespoke solution to make the most of your investment in apprentices.

Attract
Simple online vacancy and candidate set up, TalentPortal can connect you to the talent you need to fill your apprenticeship vacancies.

Deliver
High-quality, online and offline content to help draw out the skills, knowledge and behaviours to prepare apprentices for end-point assessment as well as tracking options to monitor performance.

Assess
Support for you and your apprentices to prepare for end-point assessment by our first-rate, fully trained assessors. Our simple, flexible service meets the demands of your team and your partners.

The City & Guilds Software Developer apprenticeship

The apprentice journey

1 On-programme (deliver)

Training and development takes place during this part of the apprenticeship. It may include a qualification if set in the standard.

Formative assessment of skills, knowledge and behaviours is required in the delivery of the standard and this will be outlined in the assessment plan.

Apprentices have to reach a minimum level of maths and English set by the standard. If they've not previously achieved this, they'll need further study and support.

1 On-programme: what apprentices need to learn

On-programme is the learning phase for apprentices to pick up the skills, knowledge and behaviours set in each standard. Apprentices need to complete 20% off-the-job training during the on-programme phase of their apprenticeship. Specific rules govern this and it must take place in the apprentice's contracted hours. You can track and authorise the 20% through our e-portfolio, Learning Assistant.

The training is based on a modular series of knowledge assessments and structured workplace development.

Apprentices have their knowledge and technical understanding formally assessed during their apprenticeship by approved vendor or professional qualification(s) and/or regulated knowledge modules. At least one knowledge unit must be an internationally recognised vendor or professional qualification.

1. 9628-01 Level 4 Diploma in Software Development Methodologies

2. 9628-02 Level 4 Diploma in Software Language

Core behaviours an apprentice must develop; evidence of team working; effective communication; time management; creative and logical thinking; professionalism and safety.

Our resources and tools that support on-programme delivery

Our core content for this standard covers Prevent, British values, equality and diversity, and health and safety which give you the basics to deliver the standard and satisfy regulators. It's a blend of e-learning and downloadable content. We also have:

Knowledge module qualifications

We provide the knowledge modules for software development methodologies and software language. These units include online e-volve exams, which provide instant performance feedback for the learner and reduced administration for the provider.

Learning Assistant

Learning Assistant is an innovative and cost effective e-portfolio solution that allows colleges and training providers to dramatically improve the delivery of apprenticeship standards by tracking progress online in real time.

Guidance documents

- Handbooks containing the knowledge qualifications with learning guidance.

- Advice on gathering evidence for the practical standards and behaviours.

- Guidance on how to prepare evidence to contribute to the summative portfolio and synoptic project.

Maths and English requirements

If your apprentices need to complete maths and English, our popular Functional Skills qualifications fit within apprenticeship programmes and cover the core maths and English requirement for the workplace and further study. We have an extensive support package available, including e-Functional Skills, and an online teaching and learning platform, which guides learners from an initial and a diagnostic assessment, through to being exam ready.

Find out more: cityandguilds.com/functionalskills

The City & Guilds Software Developer apprenticeship

2 Gateway

The employer and provider must sign off the apprentice as ready to move on to end-point assessment.

3 Assess

The end-point assessment must demonstrate that the apprentice can perform in the occupation in a fully competent, holistic and productive way.

The assessment will be graded if required by the standard.

The assessment organisation and assessor must be independent of, and separate from, the training provided by the provider and employer.

4 Apprenticeship certificate

On successful completion, the end-point assessment organisation will apply to the Education and Skills Funding Agency (ESFA) for the apprenticeship certificate. The certificate is sent to the apprentice's employer.

2 Gateway

To move on to end-point assessment, the apprentice must: successfully complete three knowledge modules, of which one must be a vendor/professional qualification for each section; show evidence of the relevant behaviours and have achieved maths and English Level 2 (or equivalent).

3 End-point assessment (EPA): how apprentices demonstrate their learning

End-point assessment (EPA) is the final stage that an apprentice goes through to complete their apprenticeship. The apprentice must show their learning to an independent end-point assessor and the grades available are pass, merit, distinction. Assessment events for this standard are:

Synoptic project

A five-day assessment against a defined project conducted in a controlled environment.

Summative portfolio

This provides evidence set against the standard based on the application of knowledge, competence and behaviours to real projects in the work environment.

Employee reference

This will be a written statement from the employer's perspective. It will include their opinion on how the apprentice has performed in the workplace and how they have applied their knowledge, competencies and behaviours across certain projects.

Interview

An opportunity for further evidence to be gathered or explored in more detail. The conversation will be steered towards the specific knowledge, competencies or behaviours as set out in the standard.

Find out more at:
cityandguilds.com/apprenticeships

Our resources and tools that support end-point assessment

We are on the register of end-point assessment organisations and our EPA service includes support resource as well as flexibility around assessment delivery and a dedicated EPA team to support you.

EPA preparation tool

Online content to help the apprentice feel ready for their EPA experience. Personalised to their confidence levels and the standard, they're sent free access details once they're registered with us for EPA.

EPA team

Our dedicated EPA team is on hand to help with bookings and questions on anything from the assessment process to evidence portfolios.

EPA pack and guidance

Let our support, including short videos and how to guides help you get to grips and stay on track with the EPA process.
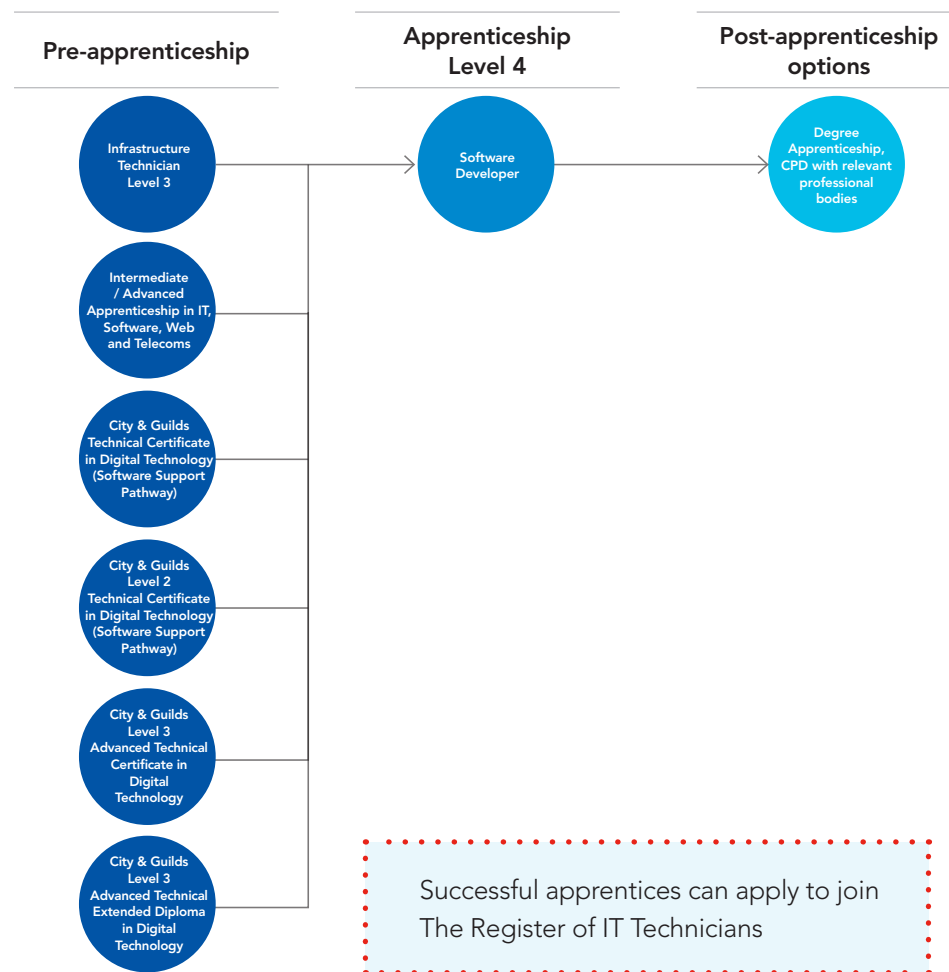
4 Apprenticeship certification

The apprentice will receive their Institute for Apprenticeships (IfA) apprenticeship certificate. Apprentices that complete a City & Guilds EPA will receive a City & Guilds statement of achievement for end-point assessment.

The City & Guilds Software Developer apprenticeship

Progression with City & Guilds Group

This apprenticeship is part of our wider offering in the sector and you can develop new and existing talent with ILM management apprenticeships including: Team Leader/Supervisor Level 3; Operations/Departmental Manager Level 5; Chartered Manager Degree Level 6 and the Senior Leader Master's Degree Level 7.

Pre-apprenticeship	Apprenticeship Level 4	Post-apprenticeship options
Infrastructure Technician Level 3	Software Developer	Degree Apprenticeship, CPD with relevant professional bodies
Intermediate / Advanced Apprenticeship in IT, Software, Web and Telecoms		
City & Guilds Technical Certificate in Digital Technology (Software Support Pathway)		
City & Guilds Level 2 Technical Certificate in Digital Technology (Software Support Pathway)		
City & Guilds Level 3 Advanced Technical Certificate in Digital Technology		
City & Guilds Level 3 Advanced Technical Extended Diploma in Digital Technology		

Successful apprentices can apply to join The Register of IT Technicians

It has been developed to meet the needs of employers and designed with input from a trailblazer group including: IBM, Accenture, BA, BT, Capgemini, Cisco, Fujitsu, HP, John Lewis, Lloyds, Microsoft, NCA, The Royal Signals, Telefonica, The Test Factory, Virgin Media, Visa and BCS - Chartered Institute of IT.

How our offer supports you:

Supportive payment structure

When you choose us for EPA you pay a small registration fee and the balance once the EPA has taken place and results submitted.

Personal support

Our Technical Advisors, Business Managers and Customer Service teams are on hand to help you with all aspects of apprenticeships.

Specialist online tools

Our e-Functional Skills can boost maths and English; Skills Zone develops workplace behaviours and skills; and our e-portfolio, Learning Assistant, lets you manage assignments and track the 20% off-the-job training requirement.

Events and webinars

We deliver a range of events and webinars run by industry specialists to advise and guide you, including regional networking and CPD events.

! More information

If you're a City & Guilds centre, visit Walled Garden or contact your Business Manager to find out prices and if any elements are extra to the package. If you're a new customer, contact **apprenticeships@cityandguilds.com** to find out more.

Or visit **cityandguilds.com/apprenticeships** for full information on our apprenticeship products and services. Visit **i-l-m.com/apprentice** for information on management apprenticeships.