

Supporting Teaching (Schools) and Learning Support (Further Education) Traineeships Programme Examples

Programme example 1 (19+ Funding)

Work Placement

Exploring the possibility of using the following for gathering work placement evidence:	Profile of Achievement (3791)
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Work Preparation Training – Employability Skills

Level 2 Award in Employability Skills - (5546-02) (601/3632/7)	60 TQT
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Or

Level 2 Extended Award in Employability Skills - (5546-03) (601/3630/3)	100 TQT
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Maths and English

Functional Skills in Mathematics (603/4649/8) & English (603/4647/4) (4748)	66 TQT persubject
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Or

Maths and English Skills (3847) single unit or 'themed' Awards	20 TQT for single units 60 TQT per Award
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Or

ESOL Skills for Life (4692) Award in Reading (601/4198/0), Writing (601/4199/2) or Speaking and Listening (601/4200/5)	110-120 TQT per Award
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Digital Skills

Level 1 & Level 2 IT User units: Information management, Email, IT security, Using the internet, Databases, Spreadsheets, Desktop publishing, Collaborative technologies	10-20 TQT per unit
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Vocational Taster

Level 2 Award in Support Work in Schools (5329-20, 501/1128/0)	120 TQT
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Or

Level 2 Certificate in Supporting Teaching and Learning in Schools (5329-21, 501/1136/X)	300 TQT
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Or

Level 2 Award for Learning Support Practitioners (FE) (6259-02, 600/8001/2)	60 TQT
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Learn more at cityandguilds.com/traineeships

Programme example 2 (16+)



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Work Placement

Exploring the possibility of using the following for gathering work placement evidence:	Profile of Achievement (3791)
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Work Preparation Training – Employability Skills

Level 1 Award in Employability Skills (5546-02) (601/3629/7)	60 TQT
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Or

Level 2 Award in Employability Skills (5546-02) (601/3632/7)	60 TQT
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Maths and English

Functional Skills in Mathematics (603/4649/8) and English (603/4647/4) (4748)	66 TQT persubject
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Or

Maths and English Skills (3847) single unit or 'themed' Awards	20 TQT for single units 60 TQT per Award
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Or

ESOL Skills for Life (4692) Award in Reading (601/4198/0), Writing (601/4199/2) or Speaking and Listening (601/4200/5)	110-120 TQT per Award
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Digital Skills

Level 1 and Level 2 IT User units (7574): Information management, Email, IT security, Using the internet, Databases, Spreadsheets, Desktop publishing, Collaborative technologies	10-15 TQT per unit
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Vocational Taster

Level 2 Award in Support Work in Schools (5329-20, 501/1128/0)	120 TQT
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Or

Level 2 Certificate in Supporting Teaching and Learning in Schools (5329-21, 501/1136/X)	300 TQT
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Traineeship Funding Examples

Example 1 (19+ Funding)

Programme Area	Funding Elements
Traineeship Core Element (work preparation and work placement)	£1500
English Functional Skills	£724
Maths Functional Skills	£724
Digital Skills (optional IT User units)	£100-£168 per unit
Optional Vocational Element	
Example: City & Guilds Level 2 Award in Support Work in Schools 5329-20, 501/1128/0	£672
Total Potential Funding	£3,720-£3,935 (depending on type and number of IT User units chosen)

N.B. for Adult Education Budget (AEB) funded Traineeships, Education and Skills Funding Agency (ESFA) may apply a job outcome payment, depending on the type of programme being delivered. More information on this can be found in the ESFA Funding Rates and Formula Guidance [HERE](#)

Learn more at cityandguilds.com/traineeships

Example 2 (16-19 Funding)

16 to 19-year-old Traineeships are funded via the 16-19 funding formula method. Funding amounts will depend on the number of hours the programme contains, when agreed between the provider, employer and learner.

Band	Planned hours		National funding rate per student
5	540+ hours	16 and 17 year olds, student aged 18 and over with high needs	£4,188
4a	450+ hours	Students aged 18 and over who are not high needs	£3,455
4b	450 to 539 hours	16 and 17 year olds, Students aged 18 and over with high needs	£3,455
3	360 to 449 hours		£2,827
2	280 to 359 hours		£2,234
1	Up to 279 hours		£4,188 per full time equivalent (FTE)

Qualifications Grid for Traineeships Example Programme Resource



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ESFA funding stream

Learning Aim Reference (QAN)	Learning Aim Title	Qualification Type	Level	Guided Learning Hours	Weighted Funding Rate	16-19 Funding	Adult Education Budget (AEB)	City & Guilds Qual number
50111280	Award in Support Work in Schools	Award	2	120	£672.00	Yes	Yes (local flex)	5329-20
5011136X	Certificate in Supporting Teaching and Learning in Schools	Certificate	2	300	£1,417.00	Yes	Yes (local flex)	5329-21
60080012	Award for Learning Support Practitioners	Award	2	60	£336.00	Yes	Yes (local flex)	6259-02

Learning Aim Reference	Learning Aim Title	Qualification Type	Level	Guided Learning Hours	Weighted Funding Rate	16-19 Funding	Adult Education Budget (AEB)	City & Guilds Unit number
J/502/4299	Using Email	Unit	1	15	£100	Yes	Yes (local flex)	7574-108
A/502/4624	Spreadsheet Software	Unit	1	20	£150	Yes	Yes (local flex)	7574-127
M/502/4572	Design Software	Unit	1	20	£150	Yes	Yes (local flex)	7574-120
Y/502/4257	IT Security for Users	Unit	2	15	£112	Yes	Yes (local flex)	7574-205
F/502/4379	Using Collaborative Technologies	Unit	2	30	£168	Yes	Yes (local flex)	7574-209
L/502/4370	Personal Information Management Software	Unit	2	15	£112	Yes	Yes (local flex)	7574-211

We're here to help

Learn more at cityandguilds.com/traineeships

To find out more about the Traineeship options, feel free to email us at directsales@cityandguilds.com or phone **01924206709** and our customer team will be able to support you.