

# MANAGED APPRENTICESHIP SERVICE FOR LEVY PAYERS

Outsource your  
apprenticeship team  
to maximise your levy



## WHAT IS A MANAGED APPRENTICESHIP SERVICE?

Large organisations contribute to an apprenticeship levy, so it pays to have an apprenticeship programme in your company that is developing your new and existing staff to maximum effect.

However, the apprenticeship landscape is confusing and can be a time-consuming distraction for your HR teams to manage.

A managed apprenticeship service allows you to tap into a team of experts to manage your apprenticeship account, identify suitable training providers, monitor apprenticeship progress and advise on developments, so that your programme is adding value to your bottom line.

## WHY OUTSOURCE TO SUPPLYTRAIN?

Supplytrain is one of a handful of government-approved flexi-job apprenticeship agencies in England.

This means we have been assessed and approved as competent to manage apprenticeships impartially on behalf of other businesses.

We have a wealth of apprenticeship experience. Our team has supported over 50 employers and training providers to adapt to the apprenticeship reforms, and have been responsible for quality assurance, safeguarding and apprenticeship progression within provider settings. We also have a wider team of associates to draw upon for bespoke requirements.

## WHAT DOES THE SERVICE INCLUDE?

Our managed apprenticeship service is flexible to your needs, but can include:

- Reviewing which new and existing roles would maximise your apprenticeship levy expenditure
  - Identifying and sifting potential training providers able to deliver to your business requirements
  - Recruiting suitable apprentices that have the attributes to succeed within your business
  - Managing your Digital Apprenticeship Service (DAS) account on behalf of your organisation
  - Onboarding apprentices so they understand their commitment to your apprenticeship programme
  - Monitoring individual apprentice's progress towards competence and collecting stakeholder feedback
  - Holding reviews with appointed training providers to check they are meeting their KPIs and their training is adding value to your business
  - Bespoke support around quality and compliance where necessary
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- We can even employ apprentices on your behalf if you have off-payroll working requirements
  - We can help you share apprentices in partnership with other employers where necessary

## COST

Supplytrain is a not-for-profit committed to supporting businesses to develop junior staff at work.



Monthly fee, amount dependent on exact support



You save hours of HR time and create a more streamlined, business-focused apprenticeship programme

## OTHER SERVICES

We also provide recruitment and mentor services for entry-level jobs.

We find you amazing talent from different backgrounds, allowing you to recruit for attitude, train for skill and create a more inclusive workplace.

We assign each recruit a mentor to help them settle in and achieve their in-work potential.

This costs just £1,000+VAT per start.

## GET IN TOUCH

Contact us to talk through your recruitment or talent development plans to see if we can help.

 020 3855 6029

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