



Apprenticeships your way

A tailored approach to meet
your business needs

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Did you know?

We are number one in the area for employer satisfaction.

Our Training

Apprenticeships your way...

Here at Nelson and Colne College, we offer a tailored and high quality service to meet your business needs.

Apprenticeships are offered in many different types of roles across many different sectors, from assistant level to senior management. This means that almost any organisation, of any size, in any industry, can benefit.

We ensure that our Trainer Assessors are experts in their sector, able to identify any skills needs your business may have and ensure that the training delivered meets these requirements.

We offer Apprenticeships across a wide range of sectors:

Accounting, Credit Control and Payroll
Hair and Beauty | Marketing and Social Media
Business Administration and Customer Service
Contact Centre Operations | Retail | Sales
Childcare and Young People's Care and Education
Engineering and Manufacturing | Lean Manufacturing
Health and Social Care | Sport and Leisure
Leadership, Management and Professional Administration
Professional Chef, Catering and Hospitality
Warehousing, Supply Chain and Logistics
Information Technology | And More!

We ensure our training packages combine Apprenticeship delivery with any bespoke training your business may require.



Pick up a sector guide for full details of our extensive offer!

02 Our Services

Through our personalised approach, our Apprenticeship team identify, develop and deliver your training solutions, matching relevant and recognised qualifications with innovative and practical solutions for your business.

Our services include:

- ✓ A FREE and unique talent matching service to help you find the very best candidates for your recruitment needs.
- ✓ Upskilling staff - helping retain and upskill star employees, while providing them with adaptable and relevant training to close skill gaps within your business.
- ✓ Work placements and Traineeships.
- ✓ High quality and bespoke training packages - rest assured, our training is recognised as among the best in the UK!
- ✓ A training advice and guidance surgery - answering any questions you may have on Apprenticeships, training, upskilling existing staff and funding.
- ✓ Apprenticeship Levy and funding advice and support.

Contact a member of the Apprenticeship Team by calling 01282 440319 today!

Our Bespoke Training

Training designed for you and your business

At Nelson and Colne College we do more than offer Apprenticeships; we have a reputation for success in delivering a range of bespoke training programmes to suit your business requirements. From **AAT to Leadership and Management, nationally recognised Apprenticeships, and short one-day specialist workshops**; your training mix can be as diverse as your organisation. Speak to our Apprenticeship Team to discuss what training could work for your business.

Recruitment and Talent Matching

Here at NCC, we offer FREE:

- ✓ Recruitment services
- ✓ Candidate assessment
- ✓ Pre-employment training

Finding the right member of staff to drive your business forward is crucial to your delivery success. As part of our services we offer a fully integrated vacancy matching service, from advertising your vacancy to selecting and coaching the right candidate for the job.

Talent Matching

As part of our recruitment process, we offer a unique Talent Matching Service that means that we are able to find the best candidates for any vacancy you may have.

We work with candidates to ensure they are fully prepared for interview, knowledgeable about your organisation, fit the skills set that you need and will be committed to your business.

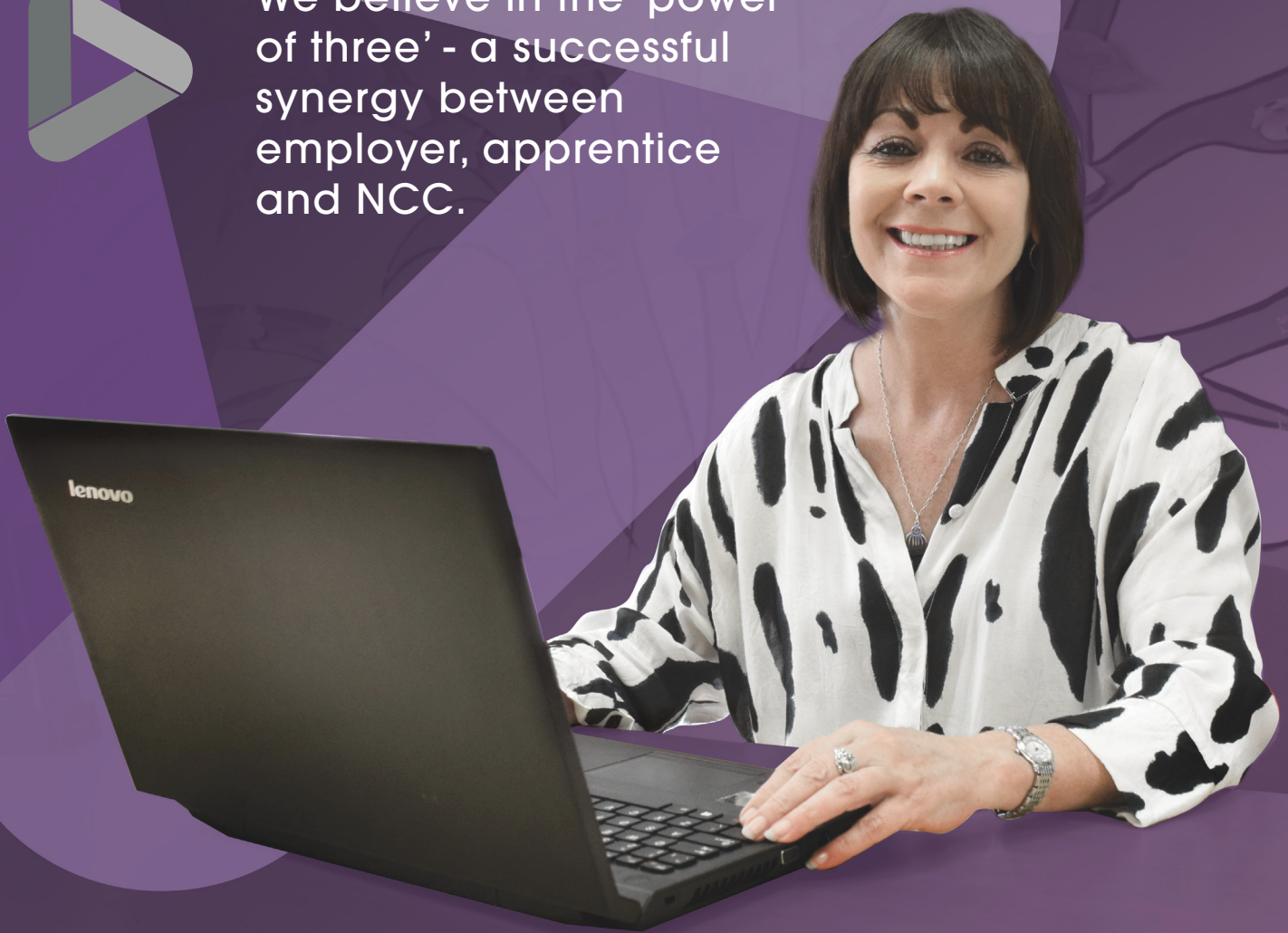
We complete a robust initial assessment of our Apprenticeship candidates and conduct pre-employment training free of charge - ensuring the very best candidate for your business needs.



We never put a candidate forward unless we are confident they have the potential to meet the needs of your business.



We believe in the 'power of three' - a successful synergy between employer, apprentice and NCC.



The collaboration with Nelson and Colne College has led to high profile award successes, offered opportunities to be involved in national good practice projects, and significantly strengthened our business position.

Debbie O'Brien | Manager | Castle Supported Living



I've undertaken various training with NCC to include Leadership and Management qualifications. With my skills, I have been able to deliver positive changes at Castle, including reducing staff turnover to below 3%, significantly below the 11% national average. This is recognised by Skills for Care as an example of best practice.

Sandra Shaw | Operational Manager | Castle Supported Living



Castle Supported Living are the perfect example of how both Apprentice and Employer benefit from Apprenticeships. Sandra continues to develop personally and professionally, while the business is seeing huge results in regards to retention rates, awards successes and more.

Jean Ringham | NCC Trainer Assessor



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Through Apprenticeships, staff retention rates have improved and wage costs have reduced by 4%. Motivated Apprentices also drive standards, ensuring a higher quality product and service is delivered.

Mark Taft Head of Kitchen Operations | Seafood Pub Company

”

I've gained a lot of experience on my Apprenticeship. It has given me a better view of catering and I get a real buzz from sending out really nice food. My confidence has tripled as well.

Lewis Bowling Professional Cookery Apprentice | Seafood Pub Company

”

Apprentices thrive and progress with Seafood Pub Company. One of our Apprentices, Lewis Bowling, has gone from strength to strength and now has the ability and the belief to run the kitchen at a rosette winning establishment producing up to 70 covers per sitting.

Gill Hacking NCC Trainer Assessor

04 Upskill your Workforce

By upskilling staff, you can offer your employees the opportunity to gain recognised qualifications through an Apprenticeship, which will also improve how they work for you and your business, making them more likely to stay with you in the long-term!

Apprenticeships are a highly respected and efficient way of delivering training and professional development to your employees. We will meet with you initially to discuss your needs and what you want to achieve.

As a guide, we could support you with the following:

- ✓ Initial consultation to discuss your training needs
- ✓ Identifying the correct Apprenticeships for your workforce
- ✓ Tailor-made training delivered at your convenience
- ✓ Delivery of recognised qualifications to your employees



05 Work Placements and Traineeships

Work Placement

There are many benefits to taking on young people for work placement opportunities. These include:

- ✓ **Fresh ideas** - reflecting the needs and interests of the next generation of customers and consumers
- ✓ **Staff development** - providing opportunities for existing staff to supervise and mentor an individual
- ✓ **More engaged workforce** - sending a positive message to the wider workforce about the values of the organisation
- ✓ **Talent spotting** - identify and engage with young people for future recruitment opportunities

Please enquire for more information

Traineeships

A Traineeship programme is designed to **combine both education and training** with work experience, giving young people the skills employers are looking for. Traineeships can last up to 6 months and include work preparation training, English and Maths support, if required, and a work placement of between 6 weeks to 5 months, with an employer.

Traineeships will allow you to **shape the skills and experience of young people** from your local community, helping your business to develop a loyal and talented workforce. They give **established members of staff the chance to develop their skills in mentoring and coaching** young people.

As an employer, you can **design a high quality Traineeship in partnership with Nelson and Colne College** - one that suits the needs of your business and the local labour market, as well as the Trainee.

06 Our Partners

Don't take our word for it, hear what other employers have to say about us...

"Nelson and Colne College are always putting the employer and Apprentice at the front of their ethos. I only have praise for Nelson and Colne College and I have been working with them for just over 9 years now."

Tony Winder

Owner | Anthony and Patricia's Barbers and Hairdressers

"Nelson and Colne College's help and guidance is helping my company progress in the right direction."

Glenn Stock

Unique Clean

"The improvements and investment that Nelson and Colne College have made in the past few years has been most welcomed in the industry. The technology is relevant and the staff are enthusiastic. In particular, Nelson and Colne College have been most supportive in our desire to offer many students work experience placements. We have used this method to trial potential future Apprentices."

Christine Alko

Finance Director | Provincial Engineering

"We are delighted to work in partnership with Nelson and Colne College to provide placements and support for our future nurses."

Lynne Harrison

East Lancashire Hospitals NHS Trust

"We would definitely recommend Apprenticeships. Working with Nelson and Colne College has allowed us to find a hard-working, enthusiastic and invaluable member of staff."

Lisa Dixon

Barrowford Pre-School Nursery

"We work with several training providers across the region, so we've been able to compare NCC with others – and it's fair to say that NCC compare very favorably. Working with Nelson and Colne College is really easy, it was a straightforward process to get our Apprentices registered on the Business Administration course, and it's great to know that they're getting the support they need, both at College and on site through their Assessor."

Julie Dix

Training and Development Manager | Silentnight

"East Lancashire Hospitals NHS Trust has now worked with Nelson and Colne College's Apprenticeship Team for a number of years. We have now established a relationship with a large number of staff, who all have the knowledge and understanding of the functionality of the hospital."

Sufiya Rasul

Work Based Learning Team at the East Lancashire Hospitals NHS Trust

At NCC we work with employers from a wide range of sectors from across the region. Here are a small selection of our key customers...





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We have a 5 to 10 year business plan and we need to be able to sustain that. For us, Apprenticeships are the way forward. I've taken a great deal of satisfaction in seeing the progress of our Apprentices.

Paul Brooksbank | Production and Health and Safety Manager | Brooksbank Valves

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The Apprenticeship has helped me build up my experience using all the machines we have here and helped me learn how to program.

Luke Cole | Engineering Apprentice | Brooksbank Valves

”

It's great to see the impact Apprenticeships are having on Brooksbank. It's not only Luke and fellow Apprentices who are advancing their skills and knowledge - Paul himself has even undertaken a Leadership and Management qualification with NCC.

Paul Day | NCC Programme Leader Engineering

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FAQs



What makes Apprenticeships with Nelson and Colne College unique?

Apprenticeships with NCC are flexible and tailored to each individual employer we work with.

We believe in ensuring a successful synergy between employer, apprentice and NCC to deliver efficient and positive business outcomes.

How will I be supported with my Apprentice?

We ensure first-class supervision, support and mentoring for all our Apprentices. Throughout the duration of the Apprenticeship you and your Apprentice will have the support of a highly experienced Trainer Assessor who will visit the work place and review the skills that have been learnt.

You will also have a dedicated Account Manager who will be your key point of contact and will offer support, guidance and advice throughout the partnership - ensuring you experience outstanding customer service.

What are the benefits?

Apprenticeships ensure that your workforce develops the technical knowledge and practical skills your organisation needs both now and in the future.

The key benefits of Apprenticeships include:

- Gaining skilled and qualified staff in a cost effective way
- Ensuring that your staff have up-to-date training and knowledge
- Ensuring that your business is up-to-date with industry standards
- Addressing skills shortages
- Motivating your workforce
- Enhancing your business performance



Apprenticeship Levels

Level 2 Apprenticeships

Equivalent to five A*- C GCSEs

Apprentices work towards work-based learning qualifications such as an NVQ Level 2, Key Skills and, in most cases, a relevant knowledge-based qualification.

Level 2 is suitable for a junior member of staff who is at the beginning of their career.

Level 3 Apprenticeships

A Level 3 Apprenticeship is equivalent to two A Level passes.

A Level 3 Apprentice works towards work-based learning qualifications such as an NVQ Level 3, Key Skills and, in most cases, a relevant knowledge-based certificate.

Level 3 is suitable for those working in a Team Leader or Supervisor role.

To start this programme, the applicant should ideally have GCSEs at grade C or above or have completed an Intermediate Apprenticeship (Level 2).

Higher Apprenticeships

Level 4 and 5 is equivalent to a Higher National Certificate, Higher National Diploma or a Foundation Degree.

A Higher Apprenticeship incorporates a work-based learning programme and leads to a nationally recognised qualification at Level 4 and above.

Level 4 is suitable for those in a management position.

Higher Apprenticeships offer a new work-based route into professions which have traditionally been reserved for graduates.

Putting employers in the driving seat...

The best investment you can make for your business...

This is an exciting time for employers. Recent Apprenticeship reform has placed employers in the driving seat - enabling them to place tailored Apprenticeships at the heart of their business to support business and workforce success.

Talk to us..

Let us support you with:

- Staff development
- Skills gaps
- Training packages
- Recruitment of your future talent
- Apprenticeship Levy
- Funding for smaller businesses
- Financial incentives

Contact Us Today!

☎ 01282 440 319


✉ Apprenticeships@nelson.ac.uk



Did you know...

Apprentices deliver measurable financial impact to your business. Speak to one of our team today to find out more!

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