



Apprenticeship Guide Derbyshire

Be proud -
be an Apprentice

Our
future.
It's in
our hands.



Apprenticeship Guide

Introduction

Getting paid while you learn might sound too good to be true - but as an Apprentice you really do get the best of both worlds. While you're studying for your qualifications, you'll be able to get hands-on experience.

Apprentices learn on the job, building up knowledge and skills, gaining qualifications and earning money all at the same time. All Apprenticeships lead to a National Vocational Qualification (NVQ), at Level 2 or Level 3, Key Skills qualifications and, in most cases, a technical certificate, such as a BTEC or City & Guilds.

Employers value Apprentices.

Once you've achieved your qualifications you'll have proof that you've acquired real marketable skills and knowledge. Whether you're trying for a promotion, or for a new job, completing an Apprenticeship will help you to progress.

There is a wide range of Apprenticeships available in your area - the one you choose will depend on your experience, occupation, abilities and interests.

This brochure provides information on most Apprenticeships available in this area, but some employers may run their own Apprenticeship schemes - contact your local Connexions centre to find out more.

Be proud - be an Apprentice.





e2e - Entry to Employment

Like to train or work but not quite ready?

Need some help first with things like confidence building or making new friends?

e2e will help you.

e2e programmes are made to suit you. Usually they will involve things like getting skills and qualifications you need, work experience and finding and applying for jobs and training. On **e2e** you get the support you need, work with others and make new friends.

You can start **e2e** if you are 16-18, have left school and not in employment or training. If you are 19-24 you could still start **e2e** but you should contact Connexions for more advice.

So, you'll gain experience, skills, qualifications – and make new friends!

On **e2e** you may receive a £30 per week EMA (Education Maintenance Allowance) payment, as from June 08, all **e2e** learners will be able to claim EMA.

An **e2e** course can be an ideal stepping stone onto a variety of Apprenticeships.

Sounds interesting?

Then call one of the contacts or use the reply paid slip at the back of this brochure - we'll make sure someone gets in touch very soon.

e2e contacts

Academy of Hair & Beauty Ltd 01332 205072

Access Training 01159 587257

Acorn Training Consultants Ltd 01773 747377

Age Concern Training 01246 231232

Age Concern Training 01332 208088

Burton College 01283 494504

Buxton College of Further Education 01298 71100

Chesterfield College 01246 500770

DART 01332 794910

Derbyshire and Nottinghamshire
Chamber of Commerce 01246 212519

T17 - Derby City Youth Service - E2E Programme
- Part of the City Council Children and Young
People's Service 01332 345538

Derbyshire County Council 01629 580000 ext
5872

Derby Skillbuild 01332 291722

Heart of England 0800 0281 576

JHP Training 0115 9505777

Juniper Training Ltd 01902 570111

Nacro 7837827454

NLT Training Services 01246 206520

Prostart Training 08448 150804

Rathbone 01332 292 616

South East Derbyshire College 0115 8492020

Stubbing Court Training Ltd 01246 566193

TBG Learning 01332 299675

University of Derby, Buxton 01332 594688

YMCA Derbyshire 01332 364128

Your Choice

On the grid in the centre of this brochure, you will find a list of Apprenticeship opportunities available in your area and the Training Providers that offer them.

Training Providers are there to help you get through your Apprenticeship successfully and they may help you to get a job where you can earn as you learn.

You'll probably spend time with your provider each week, working towards your NVQ, Key Skills and technical certificates.

Make a note of the courses that you're interested in and then fill out the reply paid slip at the back of this booklet and simply post it back to us.

Many occupations and careers are covered - so, read on and find your future.

Apprenticeship Guide

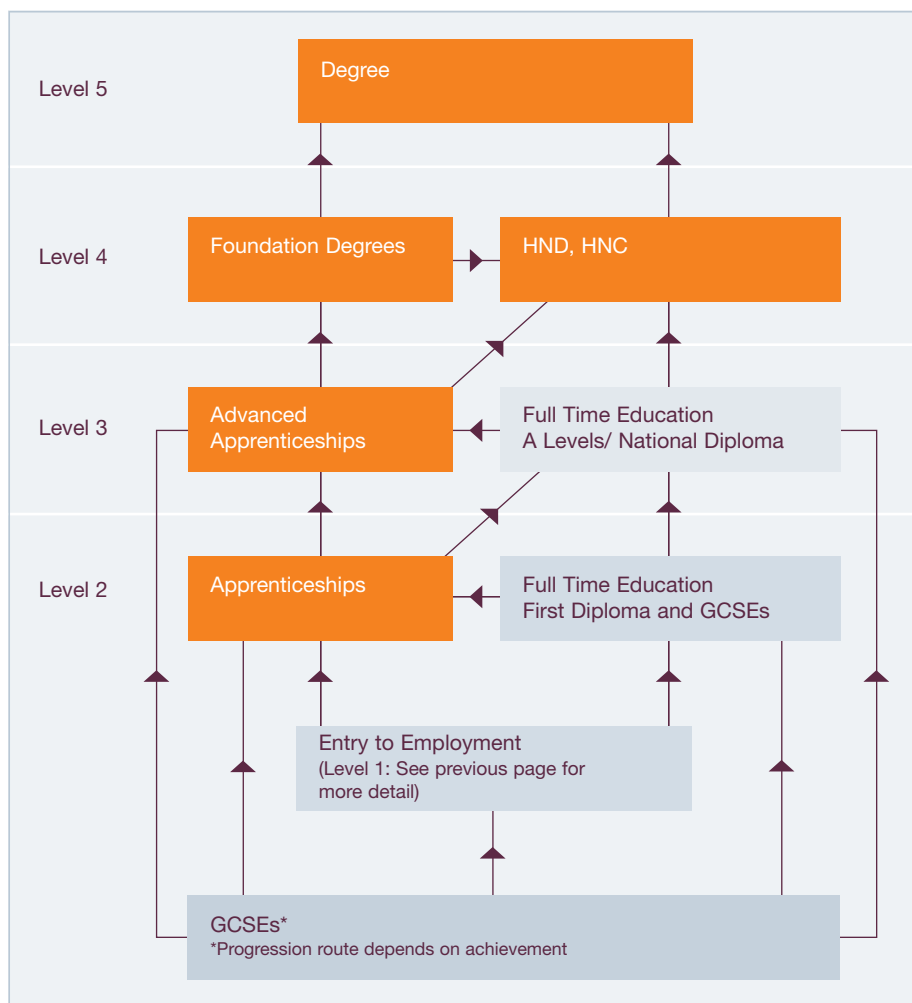
Progression

As well as helping you to progress in your chosen career, Apprenticeships can help you to enter higher education.

The different levels of NVQs relate to other qualifications, as shown below.

- Level 1 = 5 GCSEs at grades D – G
- Level 2 = 5 GCSEs at grades A* – C
- Level 3 = 2 A levels or 1 vocational A level
- Levels 4 / 5 = HNC, HND and degree level.

The diagram shows you how you could progress through to a full time or part time higher education course, having completed Level 3 as an Apprentice.



Apprenticeship & e2e Contact Details

- 1 Academy of Hair & Beauty Ltd**
 Jeanette Hands
 51b Sadler Gate, Derby DE1 3NQ
 Tel: 01332 205072
 Fax: 01332 201840
 Email: Jeanettehands1@aol.com
- 2 Access Training**
 Mark Piper
 Cawley House, 96 Cliff Road
 Nottingham NG1 1GW
 Tel: 01159 587257
 Fax: 01159 504684
 www.atem.co.uk
 Email: mark.piper@atem.co.uk
- 3 Acorn Training Consultants Ltd** Charlene Hawley / Jane Birkin
 1st Floor, Jubilee House,
 1 Nottingham Road, Ripley,
 Derbyshire DE5 3DJ
 Tel: 01773 747377
 Fax: 01773 747075
 www.acorn-training.com
 Email: charlene.hawley@acorn-training.com
 /jane.birkin@acorn-training.com
- 4 Age Concern Training**
 Jayne Neal
 West Block, Chesterfield College,
 Sheffield Road, Chesterfield,
 Derbyshire S41 7LL
 Tel: 01246 231232
 Fax: 01246 557919
 Email: trainingnm@ace.org.uk
- 5 Age Concern Training**
 Barry Adlen
 84 Friargate Derby DE1 1FL
 Tel: 01332 208088
 Fax: 01332 208822
 Email: trainingderby@ace.org.uk
- 6 Babington Business College**
 Angie Mosinski
 10-11 Charnwood Street,
 Derby DE1 2GT
 Tel: 01332 376590
 Fax: 01332 376591
 www.babington.co.uk
 Email: angie.mosinski@babington.co.uk
- 7 Burton College**
 Pauline Athersmith
 Lichfield Street, Burton upon Trent,
 Staffordshire DE14 3RL
 Tel: 01283 494504
 Fax: 01283 494513
 burton-college.ac.uk
 Email: pauline.athersmith@burton-college.ac.uk
- 8 Buxton College of Further Education**
 Tracy Mellor
 1 Devonshire Road, Buxton,
 Derbyshire SK17 6RY
 Tel: 01298 71100
 Fax: 01298 27261
 www.derby.ac.uk
 Email: t.mellor@derby.ac.uk
- 9 Chesterfield College**
 Joy Saynor
 Work Based Learning Unit,
 Infirmary Road, Chesterfield,
 Derbyshire S41 7NG
 Tel: 01246 500770
 Fax: 01246 500587
 www.chesterfield.ac.uk
 Email: wblearning@chesterfield.ac.uk
- 10 DART**
 Nicola Homes / Julie Yates
 Manor Farm House, London Road,
 Shardlow, Derbyshire DE72 2GR
 Tel: 01332 794910
 Fax: 01332 794911
 dalesbt.co.uk
 Email: enquiries4dart@btconnect.com
- 11 Derbyshire and Nottinghamshire Chamber of Commerce**
 Carole Haworth
 Commerce Centre, Canal Wharf,
 Chesterfield, Derbyshire DE11 9DF
 Tel: 01246 212519
 Fax: 01246 233228
 www.chambertraining.org
 Email: carole.haworth@dncc.co.uk
- 12 T17, Derby City Youth Service, E2E Programme, Part of the City Council Children & Young People's Service**
 John Taylor Youth House,
 Mill Street, Derby DE1 1DY
 Tel: 01332 345538
 Fax: 01332 293672
 Email: yhadmin@dcys.org.uk
- 13 Derby College**
 Bob Hay
 Prince Charles Avenue,
 Mackworth, Derby DE22 4LR
 Tel: 01332 520200
 Freephone: 0800 028 0289
 Fax: 01332 510548
 www.derby-college.ac.uk
 Email: enquiries@derby-college.ac.uk

Apprenticeship Guide

Apprenticeship & e2e Contact Details continued

- 14** **Derbyshire County Council**
Mal Finch e2e Project Manager
Derbyshire Adult & Community Education,
Chatsworth Hall, Block B, Chesterfield Rd,
Matlock, Derbyshire DE4 3FW
Tel: 01629 580000 ext 5872
Fax: 01629 585522
Email: mal.finch@derbyshire.gov.uk
- 15** **Derby Skillbuild**
Dave Whiting
Moor Lane, Allenton, Derby DE24 9HY
Tel: 01332 291722
Email: skillbuild2004@yahoo.co.uk
- 16** **Heart of England**
Matthew Barry
Eleven Arches House, Leicester Road
Rugby, Warwickshire CV21 1FD
Tel: 0800 0281 576
Email: info@hoet.co.uk
- 17** **JHP Training**
Debbie Harris
4th Floor, Market Square House,
St James Street, Nottingham NG1 6FJ
Tel: 0115 9505777
Fax: 0115 9413287
www.jhptraining.com
Email: debbie.harris@jhptraining.com or
claire.straw@jhptraining.com
- 18** **Juniper Training Ltd**
Jon Eagle
St Johns House, St Johns Square,
Wolverhampton WV2 4BH
Tel: 01902 570111
Fax: 01902 714252
www.junipertraining.co.uk
Email: jon.eagle@junipertraining.co.uk
- 19** **Moorlands Training Services
(Leek College)**
Ingrid Tomblin
Stockwell Street, Leek,
Staffordshire ST13 6DP
Tel: 01538 398866
Fax: 01538 399506
www.leek.ac.uk
Email: itomblin@leek.ac.uk
- 20** **Nacro**
Gail Bradshaw
8 Siddals Road, Derby DE1 2PW
Tel: 07837 827454
Fax: 01332 347159
www.nacro.org.uk
Email: gail.bradshaw@nacro.org.uk
- 21** **NLT Training Services**
Brian Jamson
Devonshire House, Station Road,
Brimington, Chesterfield, Derbyshire S43 1JU
Tel: 01246 206520
Fax: 01246 208241
www.nlt-training.co.uk
Email: info@nlt-training.co.uk
- 22** **Platinum Training**
Helen Cox/Louise Clues
2nd floor, Dudley House, Stone Street,
Dudley, West Midlands DY1 1NS
Tel: 01384 231645
Fax: 01384 231632
www.platinum-training.co.uk
Email: helen@platinum-training.co.uk
- 23** **Prostart Training**
Claire Bates
28 High Street, Long Eaton,
Nottingham NG10 1LL
Tel: 0844 815 0804
Fax: 0115 9468582
www.prostartuk.co.uk
Email: info@prostartuk.co.uk
- 24** **Protocol Skills**
Lorraine Lister
Centurian House, 5 Crofton Road,
Lincoln LN3 4NL
Tel: 01522 540640
Fax: 01522 539436
www.protocol-skills.co.uk
Email: llister@protocol-skills.co.uk
- 25** **Rathbone**
Michael Sarson
St Peters House, Gower Street,
Derby DE1 1SB
Tel: 01332 292 616
Fax: 01332 293 615
www.rathboneuk.org
Email: michael.sarson@rathboneuk.org
- 26** **Rolls-Royce plc**
Neil Fowkes
PO Box 31, Derby DE24 8BJ
Tel: 01332 244382
Fax: 01332 244393
www.rolls-royce.com
Email: neil.fowkes@rolls-royce.com
- 27** **South East Derbyshire College**
Admissions
Field Road, Ilkeston, Derbyshire DE7 5RS
Tel: 0115 8492020
Fax: 01773 768502
www.sedc.ac.uk
Email: admissions@sedc.ac.uk or ttg@sedc.ac.uk
- 28** **STL**
Linda Alcock
Unit 3, Brightside Court, 443 Brightside Lane,
Sheffield, South Yorkshire S1 4FP
Tel: 0870 7776669
Fax: 0870 7776669
Email: linda.alcock@stlheadoffice.co.uk

29 Stubbing Court Training Ltd
 Belinda Turner
 Ashgate Cottage, Old Brampton,
 Chesterfield, Derbyshire S42 7JE
 Tel: 01246 566193
 Fax: 01246 566328
 www.stubbingcourtraining.com
 Email: info@stubbingcourtraining.com

30 Tamworth and Lichfield College
 Vikki Draper
 Croft Street, Upper Gungate,
 Tamworth, Staffs B79 8AE
 Tel: 01827 304326
 Fax: 01827 304388
 www.tamworth.ac.uk
 Email: v.draper@tamworth.ac.uk

31 TBG Learning
 6th Floor, St Peters House,
 Gower Street, Derby DE1 1SB
 Tel: 01332 299675
 Fax: 01332 366956
 www.tbglearning.com
 Email: eastmids-ed@tbglearning.com

32 Training Services 2000 Ltd
 Barbara Birch / Hannah Law
 4 Riverside Court, Riverside Road,
 Pride Park, Derby DE24 8HY
 Tel: 01332 361555
 Fax: 01332 363111
 www.ts2000.co.uk
 Email: info@ts2000.co.uk

33 Triangle Training Ltd
 Carolyne Hobday
 Head Office:
 Triangle House, 6 Olympus Court, Tachbrook Park,
 Leamington Spa, Warwickshire CV34 6RZ
 Tel: 01926 832 233
 Fax: 01926 314 821
 www.triangletraining.com
 Email: enquiries@triangletraining.com

34 University of Derby, Buxton
 Dennis Smith
 1 Devonshire Road, Buxton,
 Derbyshire SK17 6RY
 Tel: 01332 594688
 Fax: 01332 594306
 www.derby.ac.uk
 Email: d.smith1@derby.ac.uk

35 VT Training
 Melanie Brown
 Unit 6, Leatherline House,
 71 Narrow Lane, Leicester LE2 8NA
 Tel: 0116 2837243
 Fax: 0116 2839706
 www.vtplc.com
 Email: melanie.brown@vtplc.com

36 Webs Training Ltd
 Lorraine Yellop-Witts
 The Poplars, Woolaton Road,
 Beeston, Nottingham NG9 2PD
 Tel: 0115 9677771
 Fax: 0115 9677772
 www.webstraining.com
 Email: info@webstraining.com

37 YMCA Derbyshire
 Steven Finch
 Unit 1, The Old Maltings,
 Forman Street, Derby DE1 1JQ
 Tel: 01332 364128
 Fax: 01332 364128
 Email: steve.finch@ymcaderbyshire.org.uk

National Training Providers

The following Training Providers also offer apprenticeships, to find out more contact them directly.

Barchester Healthcare Limited

Suite 201, The Chambers, Chelsea Harbour London SW10 0XF
 Tel: 01608 645831
 www.barchester.com
 email: charlotte.brook@barchester.com
Care and catering

Building Engineering Services Training Ltd (BEST)

The Mere, Second Floor, Milestone House
 Upton Park, Slough, Berkshire SL1 2DQ
 Tel: 01753 531188
 www.best-ltd.co.uk
 email: best@best-ltd.uk
Heating and ventilating, air conditioning and refrigeration (HVACR) systems

Builders Merchant Federation

BMF Training Dept, 15 Soho Square, London W1D 3HL
 0870 901 3380
 www.bmf.org.uk
Building supply chain training for merchant, supplier and contractor

Carillion Training

24 Birch Street, Wolverhampton, West Midlands WV1 4HY
 Tel: 01902 422431
 www.carillionplc.com
Bricklaying, Carpentry and Joinery

ConstructionSkills

Belton Road Industrial Estate, 20 Prince William Rd,
 Loughborough, Leicestershire LE11 5TB
 www.bconstructive.co.uk/apprenticeships
Carpentry and Joinery, Bricklaying, Painting and Decorating, Plastering, Wall and Floor Tiling

EDS Corporation

www.mas.eds.co.uk
IT Professionals or Users of IT

JTL

National Administration Centre, Redwither Tower,
 Redwither Business Park, Wrexham, Clwyd LL13 9XT
 Tel: 0800 0852308
 www.jtltraining.com
Electrical Installation, Plumbing

Orient Gold

1 Rutland Court, Manners Ind Estate, Ilkeston, Derbyshire DE7 8EF
 www.orientgold.co.uk
 email: info@orientgold.co.uk
Retail, Hospitality, Butchery, Administration and Management

Apprenticeship Guide

Next Steps

Be proud -

Be an Apprentice

Fill in the reply slip on the next page to get in touch.

Once we have received your completed reply slip, we'll make sure that the right Training Providers contact you very soon.

Make sure you keep a note of the names and phone numbers of the Training Providers listed under your chosen Apprenticeship - if you don't hear from them in the next few days, give them a call. It'll show them you're keen!

Remember to keep a note of who you have spoken to.

The Training Providers may arrange for you to meet employers - keep a note of your interview dates and make sure you know where they are. When you've been to your interview why not call your training provider and let them know how you got on.

You can also check the local press for vacancies - just call the number or log onto the company's website to find out more.

If you're still not sure of what you want to do then, if you're between 16 and 19, contact your local Connexions centre. They can help you to decide what's best for you.

connexions number is -

0800 269 468

www.connexions-derbyshire.org/purplepages



If you're 20 or older, call *nextstep* and speak to an independent Information, Advice and Guidance worker, like Connexions, they can help you to decide what's best.

It's as simple as that.

Derbyshire - *nextstep*
Tel: 0800 269 468

Derbyshire



Want to do yourself proud?

Then fill this in and post it back to us - free!

Your details

Title

Name

Address

Postcode

Telephone

Mobile

Email

Date of Birth

What do you want to do?

e2e

Apprenticeship
(please tell us which you are interested in)

Other opportunities

How useful have you found this brochure?

Very Quite Not at all

In compliance with the Data Protection Act 1998, information is treated confidentially and will not be passed to other organisations, except Training Providers, employers offering Apprenticeship or e2e opportunities and Connexions.

Please tick this box if you do not want your details to be kept on file.

Please tick this box if you do not want us to share your details.

We may use your details to tell you about opportunities, as may Connexions and the Training Providers.

Please tick this box if you do **NOT** want to receive emails from us or our partners.

Please tick this box if you do **NOT** want to receive texts from us or our partners.

Please tick this box if you do **NOT** want to receive mail from us or our partners.

Business Reply Plus
Licence Number
RRSB-22KX-RXLL

2



NTDP

11 Scirocco Close
Moulton Park
NORTHAMPTON
NN3 6AP

FAQs

How do Apprenticeships work?

Your employer pays your wages and gives you on-the-job training which allows you to achieve National Vocational Qualifications (NVQs).

You'll also spend time with a training provider, gaining key skills that'll be useful in the job market - like working in teams, problem-solving, communication and using new technology.

In addition, you'll study for a technical certificate, which will give you further knowledge and understanding of your job. The amount of time you'll spend studying varies depending on your chosen profession.

How long does it take?

It varies. Most last between one and two years, though some take up to five. How long it takes will depend on the profession you choose, your level of ability and your employer's needs.

Who's eligible?

Apprenticeships are open to anyone living in England who is currently not in full-time education and does not hold a university degree. Entry requirements are flexible because Apprenticeships are not just based on academic achievement.

Do I need to have a job?

Not necessarily, you may be able to start your Apprenticeship with a training provider, whilst looking for an employer. Until you get a job you may be eligible for EMA (Educational Maintenance Allowance).

I've already got a job – can I still do an Apprenticeship?

Yes. If your employer agrees you can become an Apprentice where you work now. Training providers can give you and your employer more information.

What do I get paid?

As an employed apprentice you must be paid at least £80 per week as this is a condition for employers offering apprenticeships.

You may well be paid more than this depending on the type of work you do, your age and where you are in the apprenticeship.

Do I get holidays?

As an employee you will be given paid holiday as well as bank holidays. Your individual entitlement will be detailed in your terms of employment or training agreement: 20 days is an average holiday entitlement.

When can I apply?

You can apply to a training provider at any time, but it may take time to find an employer offering the Apprenticeship you want.



For more information about Apprenticeships please call

Tel: 01773 744081

www.thederbyshirenetwork.org

Apprenticeships Available in Derbyshire

Accountancy	Electrical Installation	Hospitality Service	Motorcycle Technician
Administration	Engineering	Hospitality Supervision	Painting and Decorating
Agriculture	Engineering Manufacturing	Hospitality/Catering	Performance Engineering Operations
Arboriculture	Engineering Production	Housekeeping	Pharmacy
Bar Service	Exercise to Music	Information Technology	Plastering
Beauty	Fabrication and Welding	Install and Support IT	Plumbing
Bricklaying	Fencing	Kitchen Installation	Polishing
Cabinet Making	Food and Drink Service	Leisure and Tourism	Retail Finance Service - Insurance
Call Centre	Food Preparation and Cooking	Maintenance Engineering	Retailing
Carpentry and Joinery	Food Processing and Cooking	Management	Roof Tiling and Slating
Carry and deliver	Food Service	Management - Learning and	Sales
Childcare - Play Work	Front Office	Development	Sales - Motor Vehicle
Childcare/Early Years	Gym	Manufacturing	Sales - Telephone
Cookery (Professional)	Hairdressing	Mechanical Engineering	Small Animal Care
Customer Service	Health & Social Care	Motor Vehicle - Heavy Maintenance	Specialist Tyre Fitter
Dental Nurse - Oral Health Care	Horse Care	Motor Vehicle - Light Mechanics	Team Leading
Distribution, Warehouse and Storage	Horticulture - Landscape	Motor Vehicle - Light Mechanics	Traffic Office
Dog Grooming	Horticulture - Nursery	Motor Vehicle Body and Repair	Upholstery
Drink Service	Horticulture - Turf	Motor Vehicle Maintenance	Veterinary Nursing
Elderly Care	Hospitality Customer Service	Motor Vehicle Parts	Wood Machining
Electrical Engineering	Hospitality Reception		



8-12 Church St, Ripley

Derbyshire DE5 3BU

Tel: 01773 744081

Fax: 01773 745192

www.thederbyshirenetwork.org

In Association with:

Academy of Hair & Beauty Ltd
 Access Training
 Acorn Training Consultants Ltd
 Age Concern Training
 Babington Business College
 Burton College
 Buxton College of further
 education
 Chesterfield College
 DART
 Derby College
 Derby Skillbuild
 Derbyshire and Nottinghamshire
 Chamber of Commerce

Derbyshire County Council
 Heart of England
 JHP Training
 Juniper Training Ltd
 Moorlands Training Services
 (Leek College)
 Nacro
 NLT Training Services
 Platinum Training
 Prostart Training
 Protocol Skills
 Rathbone
 Rolls-Royce plc
 South East Derbyshire College
 STL

Stubbing Court Training Ltd.
 Programme – Part of the
 City Council Children
 and Young People's Service
 Tamworth and Lichfield College
 TBG Learning
 Training Services 2000 Ltd
 Triangle Training
 University of Derby, Buxton
 VT Training
 Webs Training Ltd
 YMCA Derbyshire

