

# Traineeships

## Leicestershire Adult Learning Service



A Leicestershire Adult Learning Service Traineeship is a flexible education and training programme with work experience that unlocks the great potential of young people. It prepares them for their future career by helping them to become 'work ready'. In our last inspection, Ofsted said our traineeship programme has outstanding outcomes.

Traineeships are designed to help young people aged 16 to 24 who don't yet have the skills or experience needed to get an apprenticeship or job; giving opportunities to gain work experience and skills, whilst improving English and maths (if needed). They give employers the opportunity to grow the talent pool from which they can later recruit.

The programme can last a minimum of six weeks and up to a maximum of six months, with the content tailored to individual career needs and employer business needs. A traineeship can be an ideal way for young people and employers to find out what is right for them. Employers regularly recruit directly from the traineeship, including apprenticeship places.

Traineeships are ideal for young people who:

- are 16 to 24, or for young people with an Education, Health and Care (EHC) Plan up to academic age 25.
- have no qualifications above GCSE or equivalent.
- are unemployed, or work fewer than 16 hours per week and have little work experience, but are motivated to work.

Young people who have been unsuccessful when applying for an apprenticeship or other job due to a lack of skills and/or experience may benefit from a traineeship. Businesses struggling to find suitable recruits also benefit.

Core elements are:

- A high-quality work experience placement of at least 100 hours with an employer.
- Work preparation training with Leicestershire Adult Learning Service.
- English and maths if needed provided by Leicestershire Adult Learning Service.

At the end of a traineeship, a young person will be guaranteed a job interview if a role becomes available. Whatever happens, they will receive an exit interview together with meaningful written feedback to help them secure an apprenticeship or job with another employer.

A traineeship is a study programme with work experience not a job. Traineeships are not affected by minimum wage or employment law. Some employers choose to help trainees by paying travel or food expenses, trainees can also apply for a bursary to help with expenses.

To discuss your individual or business requirements please contact our traineeship co-ordinator:

Dave Hammersley

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