



Skills Funding
Agency

Apprenticeship Readiness Self Assessment Survey

Introduction

The Skills Funding Agency has launched a self-assessment survey to help providers of apprenticeships understand what they need to do to prepare for the new apprenticeship reforms in May 2017.

The survey is open until 16 December.

Completing the survey will enable providers to assess their progress towards meeting the new reforms. We will use the results to identify further support needed to ensure the sector is ready to provide apprenticeships to employers paying the levy and those accessing the co-investment model.

Please assess your organisation's readiness against each of the questions using the Scale of Readiness. Please also use the Comments fields to add any relevant narrative.

If you have any questions about the survey, or require a printable version, write to providerreadiness@sfa.bis.gov.uk

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Your Details

* 1. Provider Name

* 2. UKPRN

* 3. Contact Name

* 4. Contact E-mail

* 5. Contact Telephone Number

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Section 1 - Organisational Strategy

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#preparing-your-organisation-for-apprenticeship-delivery>

* 6. You have developed and implemented an organisational strategy for implementing the apprenticeship reforms

- Not Started
- In Development
- Fully Prepared

Comments

* 7. Staff have a good understanding of the new apprenticeship system and your organisational objectives

- Not Started
- In Development
- Fully Prepared

Comments

* 8. Learning & Development plans have been developed and your organisation has accessed toolkits and support available to the sector

- Not Started
- In Development
- Fully Prepared

Comments

* 9. You have examined your Governance arrangements and considered whether these are fit for purpose

- Not Started
- In Development
- Fully Prepared

Comments



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Section 2 - Funding Rules and Compliance

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#apprenticeship-funding>

* 10. The level of knowledge of the funding rules (from 1 May 2017) within your organisation

- Not Started
- In Development
- Fully Prepared

Comments

* 11. Internal compliance processes have been re-engineered to reflect the new funding system

- Not Started
- In Development
- Fully Prepared

Comments

* 12. Arrangements for collecting and reporting mandatory employer contributions are in place

- Not Started
- In Development
- Fully Prepared

Comments

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Section 3 - Curriculum

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#preparing-to-be-an-apprenticeship-training-provider>

* 13. Your organisation is involved in trailblazer groups or understand how to get involved

- Not Started
- In Development
- Fully Prepared

Comments

* 14. You have developed a strategy for conversion of all of your Frameworks to Standards with a clearly defined timetable and have the staffing expertise to deliver Standards

- Not Started
- In Development
- Fully Prepared

Comments

* 15. Your employer engagement strategy includes offering standards where approved for funding

- Not Started
- In Development
- Fully Prepared

Comments

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Section 4 - Marketing

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#working-with-employers>

- * 16. What percentage of your apprenticeships delivery do you anticipate being through levy paying employers?

- * 17. You have an employer engagement strategy for levy paying employers

- Not Started
- In Development
- Fully Prepared

Comments

- * 18. You have an employer engagement strategy for non-levy paying employers

- Not Started
- In Development
- Fully Prepared

Comments

* 19. Marketing materials have been designed to reflect the new apprenticeship system

- Not Started
- In Development
- Fully Prepared

Comments

* 20. Small and medium sized enterprises you work with understand the new co-investment system

- Not Started
- In Development
- Fully Prepared

Comments

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Section 5 - Finance

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#preparing-your-organisation-for-apprenticeship-delivery>

* 21. Assess the impact on your income levels as a result of the changes to apprenticeship funding

- Reducing
- Stay the same
- Increasing

Comments

* 22. You have calculated potential funding for individual Frameworks and Standards based on the published bands and prices you might negotiate with employers

- Not Started
- In Development
- Fully Prepared

Comments

* 23. You have planned for variations in income as a result of the publication of the new funding bands, including implications around cash flow, investment requirements, VAT and Credit Control

- Not Started
- In Development
- Fully Prepared

Comments

* 24. You have developed systems to manage multiple funding systems for apprenticeships from May 2017

- Not Started
- In Development
- Fully Prepared

Comments



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Section 6 - Impact on Starts Volumes

- * 25. What impact are the Apprenticeship reforms having on your recruitment plans for the period before and after the new funding model is introduced. Forecast the total number of apprenticeship starts during both periods

Period August 2016

to April 2017,

forecasted 16-18
apprenticeship starts

Period August 2016

to April 2017,

forecasted Adult
apprenticeship starts

Period May 2017 to
June 2017,

forecasted 16-18
apprenticeship starts

Period May 2017 to
June 2017,

forecasted Adult
apprenticeships start
s

- * 26. Do you expect demand to increase for 16-18 apprentices before the new funding model is introduced?



Yes

No

Comments

* 27. Are you seeing reduced demand from levy paying employers before May / increased demand post May?

Yes

No

Comments

* 28. Are you seeing increased demand from non-levy paying employers before May / decreased demand post May

Yes

No

Comments



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Section 7 - Systems and Data

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#reporting-and-data>

* 29. You have systems which are able to report accurately apprenticeship activity to the SFA through the ILR on a monthly basis

- Not Started
- In Development
- Fully Prepared

Comments

* 30. Your organisation has submitted its apprenticeship offer to the course directory so it is visible to employers, and knows how this information will be kept up to date

- Not Started
- In Development

Fully Prepared

Comments

* 31. Access arrangements for the Digital Apprenticeship Service have been arranged and staff are familiar with its functionality

Not Started

In Development

Fully Prepared

Comments

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Section 8 - Contracts

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#working-with-employers>

* 32. You have internal systems developed which will enable you to contract with levy paying employers

- Not Started
- In Development
- Fully Prepared

Comments

* 33. Existing sub contracting arrangements have been reviewed and refined in line with the funding rules

- Not Started
- In Development
- Fully Prepared

Comments

* 34. Systems for contracting with the End Point
Assessing organisations have been developed

- Not Started
- In Development
- Fully Prepared

Comments

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Section 9 - Overall Assessment of Readiness

<https://www.gov.uk/guidance/working-with-the-sfa-as-an-apprenticeship-training-provider#preparing-your-organisation-for-apprenticeship-delivery>

* 35. The progress your organisation is making to implement the changes required to be ready when the apprenticeship reforms commence from May 2017

- Not Started
- In Development
- Fully Prepared

Comments

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