

## Report to the Schools Forum 24 March 2017

### Apprenticeship Levy in 2017/18: Update

#### 1 National Context & Guidance

- 1.1 Brief details of this levy were provided to the January 2017 Forum. The DfE has now published a paper entitled '*Schools' guide to apprenticeship reforms*' which can be found here:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/598603/Schools\\_guide\\_to\\_apprenticeship\\_reforms.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/598603/Schools_guide_to_apprenticeship_reforms.pdf)

- 1.2 Some points included in this guide:

- “Apprenticeships already available cover a number of roles within schools, as outlined in this guide, and cover a range of educational levels from Level 2 (equivalent to five GCSE passes at Grades A\* to C) all the way up to degree level, with many now incorporating a Bachelor’s or Master’s degree.”
- “Anyone can become an apprentice at any age and benefit from government funding to support their apprenticeship, whether they are already employed in your school or not, and whether they are full or part time, as long as:
  - They are employed in a real job.
  - They are working towards achieving an approved apprenticeship (you can search approved apprenticeships on the ‘Find apprenticeship training’ page of gov.uk).
  - Their apprenticeship lasts at least 12 months.
  - They spend at least 20% of their time on off-the-job training (e.g. mentoring, coaching or completing formal training or qualifications).
  - They are paid at least the relevant national minimum wage (though most will be paid more).“
- “All employers will have an annual levy allowance of £15,000. This is not a cash payment and can only be used to offset against their levy liability, but it means that only employers with an annual pay bill of over £3 million will pay the levy.”
- “The changes include the introduction of a new co-investment rate for non-levy paying employers whereby government will pay 90% of the cost of training and assessment, up to a cap.”
- “Employers who pay the levy will be able to use the money to fund training and assessment only (not wider costs such as salaries) for apprentices through an account in the new apprenticeship service. Information on how to register for this is included in this guide. At the end of each month, employers will receive a 10% top-up to the levy contributions they have made that month. That means that if you are a levy-paying employer, for every £1 that enters your account to spend in England on apprenticeship training, you get £1.10.”

- “When you have exhausted the funds in your account, you can access co-investment for eligible apprenticeship training and assessment, whereby government pays 90% of the training and assessment costs (more information on this can be found further on in this guide).”
- “Employers who pay the levy will be able to access funding for apprenticeships through the new apprenticeship service. Registration for the apprenticeship service is now open to all levy-paying employers, with information and guidance on the process to do so on the ‘Register to manage apprenticeship funds’ page of gov.uk.”
- “You can search for apprenticeship training, find out about providers in your area, and learn more about how to employ an apprentice by using the simple ‘Find apprenticeship training’ on-line tool.”
- “A range of apprenticeships relevant to schools are either already available or currently under development, led by groups of schools. Those under development include:
  - **A teaching apprenticeship** which will replicate the same high standards for entry and completion as those already required of all Initial Teacher Training programmes. The group is aiming for schools to be able to employ teacher apprentices from September 2018<sup>1</sup>.
  - **School business manager apprenticeships** intended to help create a new career structure within school business management. The group aims to have the apprenticeship standards in place from late 2017. In the interim, a number of business administration apprenticeships already exist under the older style apprenticeship frameworks.
  - **A teaching assistant apprenticeship** which will reflect the best available evidence and practice around effective use of teaching assistants. The group’s aim is to have the new apprenticeship in place by the end of 2017. In the interim, teaching assistant and school sports instructor apprenticeships already exist under the older style apprenticeship frameworks, which will be replaced by the new standards by 2020.
  - **An early years apprenticeship** standard is also under development. In the interim, apprenticeships for level 2 and level 3 early years staff already exist under the older style apprenticeship frameworks.

## 2 Arrangements in T&W

- 2.1 Local administrative arrangements for the apprenticeship levy are in the process of being finalised and schools will be informed shortly of how they will be able to access their funds.

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 March 2017