

**Want to kick off your career, earn a living and train at the same time?  We could have just the Apprenticeship role for you……. Your journey starts here.**

An Apprenticeship offers you a great opportunity to gain valuable work experience. There are clear progression pathways and you will earn a salary along with all of the perks of working.

For many, apprenticeships are an obvious choice, but for others, it’s something you may not have considered. Below are some of the benefits why you should consider an apprenticeship – dream big and see what you can achieve

* Earn while you learn. On average apprentices can earn £400 per month or more.
* Train in the skills employers want. ...
* Gain excellent progression opportunities. ...
* Increase your future earning potential. ...
* Become more confident. ...
* Make new friends…
* Get student discounts…
* Learn key skills…
* Know your career choice is right for you having worked in the sector throughout your Apprenticeship….

**Why undertake your Apprenticeship with us?**

Castle Phoenix Trust is a growing multi-academy trust which was founded in February 2013 on the success of the Caludon Castle Teaching School (the original trust member). Currently there are 5 schools within the Trust – Caludon Castle School (Coventry), Kingsbury Secondary School (Warwickshire), Foxford Community School (Coventry), Hill Farm Primary School (Coventry), and Richard Lee Primary School (Coventry).

Undertaking an apprenticeship through our Trust as part of a cohort of apprentices will provide you with the chance to build relationships and experiences that stretch beyond your immediate school. With a wealth of knowledge to draw upon and plenty of experiences and opportunities available you will benefit from being able to work with your peers and support one another to achieve your apprenticeship.

At the Trust we have Apprenticeship opportunities in the follwing areas –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **CC** | **KS** | **FX** | **RL** | **HFP** |
| Business Adminstration  (HR- Shared Services and General Admin) | **✓** | **✓** |  |  |  |
| Teaching Support | **✓** | **✓** | **✓** | **✓** | **✓** |
| ICT (Shared services) | **✓** |  |  |  | **✓** |
| Site Services (Shared services) | **✓** | **✓** | **✓** | **✓** | **✓** |
| Physical Education | **✓** |  |  |  |  |
| Food Technology | **✓** |  |  |  |  |
| Performing Arts  (Potential Shared services) | **✓** | **✓** |  | **✓** | **✓** |

If you enjoy working with children/young people and/or in an educational environment an apprenticeship within one of our Schools could be ideal for you. You will need to be smart, well presented and have a creative imagination. As an Apprentice you will be paid a training salary. Although there are no specific entry requirements, GCSE's in Maths and English would be an advantage, but whatever your GCSE's, we have an Apprenticeship to suit your needs.

***Our Teaching Support (TA), Physical Education, Food Technology and Performing Arts apprenticeships*** will provide great career opportunities for individuals to work with young people, support their learning and development and act as a vital source of assistance in the teaching environment.

You will have the opportunity to:

* Support teachers and help children with their educational and social development, both in and out of the classroom
* Work with individuals and groups
* Plan learning activities
* Support children to learn
* Encourage positive behaviour

Your experience may include:

* Getting the classroom ready for lessons
* Listening to children read, reading to them or telling them stories
* Helping teachers to plan learning activities and complete records
* Supporting teachers in managing class behaviour
* Helping children who need extra support to complete tasks
* Supervising group activities
* Clearing away materials and equipment after lessons
* Maintaining communication and professional relationships
* Helping with outings and sporting events
* Supporting children/young people to achieve their targets

***Our Business Adminstration, ICT and Site Services apprenticeships*** will provide great career opportunities for individuals with an interest in business who want to act as a vital source of assistance to all staff and the wider school community.

You will have the opportunity to:

* Work in a School based environment coming into contact with a wide range of people including leaders, teachers, supporting pupils, parents, carers and governors.
* Work alone and as part of a team
* Always learn something new

Your experience may include:

* Working in a School based environment
* Providing a welcoming, friendly and professional service.
* Delivering a range of administrative functions
* Communicating with staff, students, parents and governors regarding aspects of school life
* Developing professional relationships with the administration team and with others who we work with in partnership or as a service provider
* Working with computerised systems and IT
* Storing and retrieving information
* Producing business documentation
* Responding to queries
* Undertaking training to acquire valuable technical skills

***What support will I recieve?***

In partnership with Coventry and Warickshire Chamber of Commerce training you will receive –

* Day release to develop your skills and knowledge
* Functional Maths, English and ICT workshops
* A personal Training Advisor to guide and support you throughout your Apprenticeship
* Regular progress reviews to track your learning and move you forward
* A workplace mentor for extra support at work
* Assistance in securing a job with great career prospect

***What qualification will I gain?***

An intermediate apprenticeship (level 2) takes an average of 12-14 months. Following Level 2, the Advanced Level Apprenticeships at Level 3 adds more responsibility to the role. It is a good stepping stone to a foundation degree or Higher Level training

**Apprenticeships testimonial**

*I joined Caludon Castle School in 2017 as a Level 2 Teaching Assistant/Food technology Technician. I am currently doing my Level 3 Teaching Assistant/Food Technology. I previously worked at my local superstore in a part time position whilst I was completing 3 years of college doing beauty therapy. However, after completing college I realised that this wasn’t the career path that I wanted to follow but I had little work experience in school environment.*

*My role has helped me gain experience within a secondary school and learn how to work and communicate with students. I have found the role rewarding and enjoyable as I have created good relationships with students and staff. I am really glad that I have achieved my apprenticeship as I feel like it has given me an advantage over other people because if I want to go into teaching I have picked up different teaching techniques and understand the different systems that we use in secondary schools.*

*My apprenticeship at Caludon Castle School has involved me going to college once a week where I get support from my assessor and class teacher to complete assignments and my qualification. I have met lots of new people, learnt about other people’s roles and learnt from their techniques.*

*I really enjoy my role at Caludon Castle School as I love teaching the students new life skills or helping develop their life skills. I really enjoy seeing the students’ progress and grow.*

*(Rebecca Smith, Food Technology Technician)*

**Apprenticeship Career Pathways**

These are just some of the career pathways in education that being an Apprentice within the Trust enables you to follow and we will support you all the way!

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Apprentice** | **POTENTIAL NEXT STEPS** | | | |
| Teaching Assistant | HLTA | Teaching role | Leadership role |
| Teaching role | Subject/Faculty focused role |
| School pastoral support role e.g. Year Leader |
| Performing Arts Technician | HLTA | Teaching role | Leadership role |
| Teaching role | Subject/Faculty focused role |
| School pastoral support role e.g. Year Leader |
| Food Technology Technician | HLTA | Teaching role | Leadership role |
| Teaching role | Subject/Faculty focused role |
| School pastoral support role e.g. Year Leader |
| Administrative Assistant | Finance Officer |  | Business Manager |
| HR Officer | Senior HR roles |
| Site Services Officer | Premises Manager |
| Administrative Officer | PA/Senior Admin roles |
| ICT Assistant | ICT Technician | Data Analyst | Data manager |

**Castle Phoenix Trust Apprenticeships**

**Learner Benefits**

**We are very pleased to offer the following benefits to our apprentices:**

* Comprehensive induction training on joining the Trust
* Employee discount scheme ‘Wider Wallet’
* A commitment to the importance of staff wellbeing, reward and recognition
* Use of excellent ICT facilities
* Use of School and Community Library
* Cycle to work scheme
* Discounted gym membership at Caludon Castle Sports Centre

***See us in action on our websites including on*** <https://www.youtube.com/watch?v=9mlmgmD90fw>

**In addition as an apprentice you will also entitled to other nationally recognised benefits:**

**NUS Apprentice extra card**

Learners who are studying within a work based establishment facility are able to purchase an NUS extra card or an NAS apprentice extra card.

NUS Apprentice extra provides discounts instore and online at your favourite brands to help your hard earned cash go a little bit further. They are run by the National Union of Students (NUS) and so the money they raise selling the discount card helps to fund a new National Society for Apprentices which will serve to represent your needs and those of all vocational learners.

For £11 for 12 months you get discounts with the like of Amazon.co.uk, Alton Towers, Superdrug, Odeon Cinemas and many more

For a full list of discounts please visit - [https://www.apprenticeextra.co.uk](https://www.apprenticeextra.co.uk/)

**16 – 25 Rail card - 1/3 off rail fares and so much more...**

If you’re aged 16 to 25, then you are eligible to purchase a Railcard and enjoy 1/3 off rail fares when you go by train.

It means you can save money on trips into town, days out to the coast, or weekend festivals – as many times as you like. Here’s what you need to know:

The Railcard costs just £30. So after three or four trips, the card will have paid for itself. And over a year, you could save an average of £199\*.

Your Railcard doesn’t just save you money on travel. It saves you money with our partners too – on days out, restaurants, hotels and more. Visit our Offers and Rewards area regularly to keep up to date on the great deals available.

To apply please visit - <https://www.16-25railcard.co.uk/using-your-railcard/where-to-buy/>