

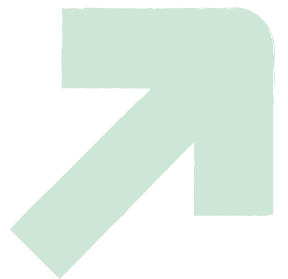
FOUNDATION APPRENTICESHIPS

Foundation apprenticeships are employed positions and are for younger people who will benefit from a wide range of experiences. Each foundation apprenticeship provides a mix of employability skills and behaviours, technical knowledge and skills, and associated English and maths. It combines valuable hands-on practice in the workplace with off-the-job learning. The apprentice's experiences will not only help them to grow their skills but will also help to inform their next career steps. Completion of this foundation apprenticeship will certify achievement of all of the technical knowledge and skills, together with all of the employability skills and behaviours described. The typical progression routes will likely include employment or progression onto another skills product such as a level 2 or level 3 apprenticeship.

Foundation apprenticeships benefit employers as they get to see the apprentice in work-based settings while the apprentice receives extra support. Employers also benefit from accessing a broader talent pool of young learners than they might otherwise do.

Available Foundation apprenticeships

- [Building service engineering](#)
- [Finishing trades](#)
- [Onsite trades](#)
- [Hardware, network and infrastructure](#)
- [Software and data](#)
- [Engineering and manufacturing](#)
- [Health and social care](#)



Eligible apprentices

The provider must ensure that at the start of their foundation apprenticeship training, the apprentice is:

- Aged between 16 and 21 years old (or 15 years of age if the apprentice's birthday is between the last Friday of June and 31 August); or
- Aged between 22 and 24 years old and has either an Education, Health and Care (EHC) plan provided by their local authority and / or has been, or are, in the care of their local authority as defined in paragraph 103.2; or
- Aged between 22 and 24 years old and is either a prisoner (see paragraph 67.4) or is a prison leaver

For apprentices aged between 22 and 24 years old, providers must ensure that the apprentice is informed that their employer will be made aware that they either:

- Have an Education, Health and Care (EHC) plan; or
- Have been, or are, in the care of their local authority; or
- Are a prisoner or have been in prison

Where apprentices do not give consent to share this information with their employer, then they must not be placed on a foundation apprenticeship. Providers should look at other apprenticeships (i.e. a non-foundation apprenticeship) which enables this information to remain confidential.

Programme eligibility

An apprentice will be funded to undertake a foundation apprenticeship at the same or lower level than a qualification they already hold, if the foundation apprenticeship will allow the individual to acquire significant new knowledge, skills and behaviours; the provider can show that the content of the training is materially different from any prior qualification or previous apprenticeship; and that the minimum duration can still be met once prior learning has been recognised.



Support for English and maths training:

Where the apprentice is aged 16-18, unless they have an exemption, they must study towards maths and English (55 Guided Learning Hours per qualification), but are not required to take the assessment(s) before completing their foundation apprenticeship, but where appropriate, can still do so.

Where the apprentice is aged 19-24, then maths and English remain optional and it must be agreed with the employer, that they will study towards a standalone English and / or maths qualification, and the provider must include this in the training plan, which is signed by the provider, employer and apprentice.

The only exception to this is where it has been identified, within the initial assessment, that due to prior knowledge the learner requires less than 55 guided learning hours in order to be ready to take and pass the assessment(s) – in these instances this must be documented on their training plan.

Incentive payments

Providers and Employers: Foundation apprentices are subject to an additional £1k payment. Paid in two instalments of £500 at 90 days and 242 days if still on programme

Employers: Additional employer recruit and retain incentive: £2k per foundation apprentice, paid in three instalments, 90 days (£667), 242 days (£667). The remaining instalment (£666) is payable if the individual starts a new apprenticeship within 6 months of their completion date and remains with the same employer

Apprentices: Eligible foundation apprentices will also receive the £3k care leavers' bursary, details of which are [HERE](#).

