



**Invest • Educate • Achieve**



in partnership with



**Traineeships**









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## Welcome and introduction

Football Family Ltd is a privately-run registered organisation that strives to be an outstanding training provider of choice. Our vision is to be the best, giving people the opportunity to unlock their potential, gain qualifications and fulfil their aspirations.

We work closely as a team to achieve the highest standard of delivery for all our learners. By placing the learner at the centre of everything we do, we aspire to motivate them, build their confidence and inspire their dreams. We strive to build a solid foundation for a strong and vibrant local economy through business, education and coaching.

### The process comprises:

- Meeting the employer and ascertaining the training needs of their work force
- Advising and welcoming the learner onto the right course
- Ensuring that the courses are delivered by qualified and experienced staff
- All work overseen by qualified assessor's with quality assurance throughout the courses
- Successful completion of the course in a timely manner
- Information and guidance throughout the course and on completion, this involves helping the learner into the next career pathway.



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# Why apprenticeships are right for you

## What are the benefits of an apprenticeship?

Hiring an apprentice is a productive and effective way for any organisation to grow talent and develop a motivated, skilled and qualified workforce.

- 86% of employers said apprenticeships developed their skills relevant to their organisation and 78% reported improved productivity
- 90% of apprentices stay on in their place of work after completing an apprenticeship
- There's a wide selection of apprentices available, covering lots of different job roles
- You can adapt the training your apprentice receives according to the needs of your organisation
- You can employ an apprentice who's aged 16 up to any age and from any background.



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# Apprenticeship

## What are the different pathways in sport?

### Community Activator Coach Level 2

The community activator coach promotes, delivers and coaches fun, inclusive and engaging activities that help whole communities to change their behaviour, adopt and keep to a physically active lifestyle. The community activator coach will be a positive role model who builds good rapport with customers – especially those who are young, inactive or from low-income and marginalised communities.

The standard is measured on Knowledge, Skills and Behaviours and involves an end point assessment where an independent assessor will assess you with the following 3 assessment methods

1. Practical Coaching Observation
2. Presentation with questions and answers
3. Panel interview

### Progression route



### Community Sport and Health Officer Level 3

The community sport and health officer initiates behaviour changes in local residents with regards engagement in sport and physical activity across local communities. Employers are likely to come from the private, public, charitable and third sector and deliver core business activities in the fields of leisure, sport, youth work or outdoor education.

The standard is measured on Knowledge, Skills and Behaviours and involves an end point assessment where an independent assessor will assess you with the following 4 assessment methods

1. Work-based observation
2. Case study challenge
3. Presentation with questions and answers
4. Panel interview

### Activity Leadership Level 2

The activity leadership is designed for learners working in, or aspiring to work in, activity leadership. Learners who prepare sessions that introduce and lead people in an activity, make sure the working environment is healthy and safe and promote peoples personal and social development. Typical settings will be activity holiday centres, outdoor education centres, youth clubs and organisations which provide outdoor experiences.

On completion the learner will be awarded an NVQ Certificate in Activity Leadership Level 2

### Progression route



### Supporting the Delivery of Physical Education and School Sport Level 3

The community activator coach promotes, delivers and coaches fun, inclusive and engaging activities that help whole This qualification is designed for learners who already work in a physical education and school sport setting as it is specifically designed to provide them with a greater understanding and proof of competence in programmes of study for physical education, the national curriculum and the environment in which they are operating.

On completion the learner will be award an NVQ Diploma in Supporting the Delivery of Physical Education and School Sport.



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## How much will it cost?

### *If you don't need to pay the apprenticeship levy*

As an employer who doesn't pay the apprenticeship levy, you will need to pay the training provider directly for training your apprentices.

You pay 5% towards the cost of training and assessing your apprentice. The government will pay the rest (95%), up to the funding band maximum. They'll pay the funds directly to the training provider.

### *Additional payments*

Employers with fewer than 50 people working for them will not have to pay the 5% contribution for an apprentice who is aged between:

- 16-18 years old
- 19-24 years old and who has previously been in care or who has an Education, Health and Care plan provided by their local authority.

The government will pay 100% of the training costs for these individuals up to the funding band maximum.

All employers will receive £1,000 if, at the start of the apprenticeship, the apprentice is aged between:

- 16-18 years old
- 19-24 years old and who has previously been in care or who has an Education, Health and Care plan provided by their local authority.

This payment will be made to the employer in two equal instalments.

### *Paying the levy*

If you pay the apprenticeship levy, you'll receive funds through the apprenticeship service to spend on training and assessing your apprentices. The government will add 10% to these funds.

You need to sign in or create a new account on the apprenticeship service to fund your apprentices.

## How the new apprenticeship funding works

| Employer                                                       | You pay                                                                                                                                                                                                          | Government Pays                                                                                                                                                                 | Incentive payments                                                                                         |
|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <b>Apprenticeship Levy paying employer</b>                     | The cost of training from your digital account and 5% of any amount over this, plus any fees over the funding band maximum.                                                                                      | 95% of any fees your digital account will not cover, up to the funding band maximum.                                                                                            | £1,000 for each 16-18 year old apprentice or 19.24 year old with an Education, Health and Care (EHC) plan. |
| <b>Non Apprenticeship Levy paying employer (50+ employees)</b> | 5% of any apprenticeship training fees, plus any fees over the funding band maximum.                                                                                                                             | 95% of any apprenticeship training fees, up to the funding band maximum.                                                                                                        | £1,000 for each 16-18 year old apprentice or 19.24 year old with an EHC plan.                              |
| <b>Non Apprenticeship Levy paying employer (fewer than 50)</b> | 0% of any apprenticeship training fees for 16-18 year olds or 19-24 year olds with an Education, Health Care plan, 10% for other apprentices. Additionally, you will pay any fees over the funding band maximum. | 100% of any apprenticeship training fees for 16-18 year olds or 19-24 year olds with an Education, Health Care plan, 90% for other apprentices, up to the funding band maximum. | £1,000 for each 16-18 year old apprentice or 19.24 year old with an EHC plan.                              |



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# Traineeships

## What is a traineeship?

Traineeships are an opportunity to gain real work experience, job skills and improve your English and maths, if needed.

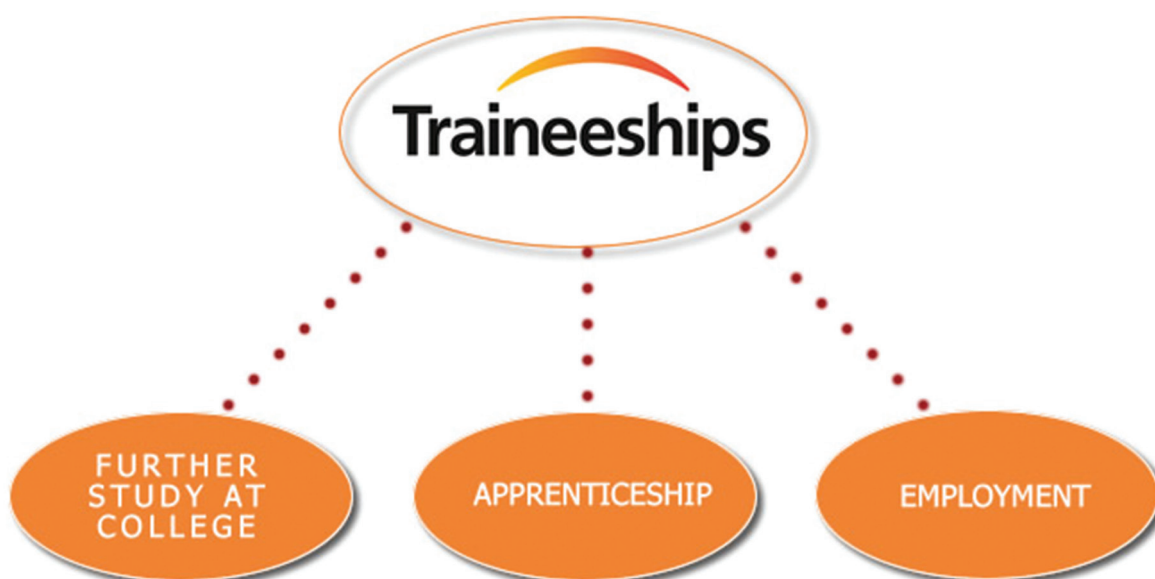
The program can be from a minimum of 6 weeks to a maximum of 6 months, and at its core are a high-quality work experience placement, work preparation training and English and maths if needed.

Traineeships give young people aged 16 to 24 the skills and experience that employers are looking for, helping you to boost your career prospects with an apprenticeship or other employment in the future.

## What are the benefits of a traineeship?

Traineeships will help you, while benefiting you in the following ways;

- Builds your CV and gives you valuable work experience
- Work preparation training will put you in a better position to compete for an apprenticeship or other employment
- Maths and English support, if needed, to help you with the literacy and numeracy skills needed to boost your career prospects
- Employers are at the centre of the work experience, which will ensure you are 'work ready' and have the confidence to take your first steps to securing employment and kick starting your career
- At the end of your work experience you will receive an interview with the company (if a role is available), or an exit interview, both will include meaningful written feedback
- A recognised qualification in BTEC Level 1 Award/Certificate in Sport and Active Leisure, which covers units such as Taking Part in Exercise and Fitness, How the Body Works and Planning Own Fitness Program



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# Study Programme

## What is a study programme?

A study programme aims to individualise all learner's education and training experience whilst enhancing their employment opportunities. Study programmes are designed to complement all learner pathways, both vocational and academic.

## What are the benefits of a study programme?

They are recognised by a large number of companies across a wide range of industries. As well as being developed in partnership with industry representatives so all employer and students needs are met, many professional bodies offer successful BTEC students exemptions for their own accredited qualifications.

If you are not fond of taking exams and find the pressure causes you to under-perform, a BTEC will allow you to undertake a number of units for which you will present evidence, based on real-life work and studies.

BTEC qualifications can be used towards the UCAS points needed for an university application.

## What will I learn?

- Anatomy and Physiology
- Fitness Training and Programming for Health, Sport and Well-Being
- Professional Development in the Sports Industry
- Sports Leadership
- Practical Sport
- Sports Development
- Planning and Running a Sports Event



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## Reviews

“

***I feel the Football Family team are always professional when teaching to my apprentices and are also great at keeping myself updated with their progress. They always support and guide my staff through their qualifications and most importantly their communication to everyone is exceptional.***

**Dave Simms**

Academy Sports Teaching

“

***I am really enjoying my traineeship with Football Family and learning new skills for my future career in sport.***”

**Kaylum Stringfellow**

Traineeship learner

“

***I have learnt so much since starting my traineeship and feel more confident about starting work.***”

**Domanic Day**

Traineeship learner



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# Regional Address

## *Registered Address*

Unit 6, Prince George Trading Estate  
Skinner Lane  
Pontefract  
WF8 1HG

## *Academy Addresses*

c/o UCAN Centre  
Green Lane  
Pontefract  
WF8 3NW

c/o Pontefract Collieries FC  
Beechnut Lane  
Pontefract  
WF8 4QA

c/o UFAC Academy  
Sports Park  
Weetwood Ring Road  
Leeds  
LS16 5AU

## *Website:*

[www.footballfamily.org.uk](http://www.footballfamily.org.uk)

## *Email:*

[info@footballfamily.org.uk](mailto:info@footballfamily.org.uk)



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