

Arts therapy apprenticeship - employer implementation flowchart

The pathway below shows the steps to implement the Arts Therapy Apprenticeship in your organisation

**Please note this is an example pathway and is provided for guidance only, these steps may occur in a different order or not be relevant to your organisation.*

Step 1
Explore the benefits of apprenticeship

Apprenticeships can help to create a sustainable career pathway.

Find out more about the Arts Therapy Apprenticeship [HERE](#)



Step 3
Select an education provider

HEE have facilitated a national procurement with Salisbury NHSFT, and University of Gloucestershire (Art, Drama and Music) and Teesside University (Art) have been appointed as providers of the Arts Therapy Apprenticeship.

These providers can deliver nationally. With minimal learner travel requirements. You can arrange a call or meeting with the universities to determine which best meets your needs. Please contact sft.commercial@nhs.net for providers' responses and how to contract.

Step 5
Identify and recruit learners

Advertise your apprenticeship vacancy, you could recruit from internal applicants, or you might want to consider targeting school or college leavers.

The universities will be able to jointly interview your potential apprentice to ensure they meet all the entry requirements.

Step 7
Start!

The learner starts their apprenticeship



Step 2
Build your business case

Apprenticeship levy will pay for the tuition costs of the apprenticeship, but you need to consider how you will fund your apprentice's salary as they train. For example, you could:

Recruit to a vacancy, pay the apprentice annex 21 and utilise the remaining salary costs for backfill.

or

Develop a board business case for rolling training posts.

Step 4
Entry criteria

Potential apprentices must have Math and English at grade C/4 or above or functional skills Level 2 before they can start the apprenticeship (they must be able to evidence this with certificates)

There will also be additional entry criteria specific to the university provider you select, make sure you speak to them about their entry criteria.



Step 6
Access Apprenticeship Levy

Apprenticeship Levy funds of the cost of the apprentice training. Speak to your organisations apprenticeship lead who will be able to advice about apprenticeship levy.

If your organisation doesn't pay apprenticeship levy you can access either a levy transfer or a reservation.

Step 8
Supporting your apprentice

Provide ongoing support for the apprentice: including, helping the new apprentices to adjust to the workplace, nominating a member of the team to be the apprentice's mentor, planning workload to provide the necessary opportunities to complete practical tasks in line with training goals. Also build in time for the apprentice to receive regular assessment / workplace reviews by the training provider.