

Keele University



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Additional contact(s):	Apprenticeship specific queries to apprenticeships@keele.ac.uk		
First cohort start date:	Sept 2023	Cohort size:	40
Number of cohorts per year:	1	Length of course:	30 months
Scope of delivery:		National	
Delivery methods:		<p>Blended learning. In-person delivery at Keele University medical school (main campus) or clinical education centre at University Hospital Midlands site. Possibility of satellite teams to deliver skills to Trusts further afield if enough uptake.</p>	
Number of academic hours covered by self-directed study:		<p>As this is a mostly distance learning course the time is flexible to when the apprentices learn. Most of their learning is directed with resources to support and we would expect that 2 days per week were spent on academic learning. However, this is variable over each year as there will be more front loaded especially at the start of the first year to enable them to be able to carry out practical tasks which as related to the PA role within their workplace. Also, as they progress in the course much of their theoretical learning will be embedded in their clinical development.</p> <p>We have added this flexibility to suit apprentices and their employers. There will be set dates when certain blocks of learning will need to be completed and also assessed. However self-assessment will take placement at regular intervals as apprentices move through the directed learning materials. Tutorials with their academic mentors, either as a group or individual, will also be flexible to suit their working schedule. Each apprentice</p>	

	<p>and employer will have a meeting at the start of the programme to develop an individual learning plan which would set all of this out. If any Trusts have at least 6-8 apprentices then there can be discussions about satellite teaching team from Keele going out to deliver days skills training with the apprentices and their employers or to support training in employers for any areas of the programme.</p>
Proportion of practice hours and academic hours required:	See above as the same principles will apply for all aspects of their programme.
Is a direct entry PA programme already offered?	Yes, it starts in January each year.
If so, will Apprenticeship cohorts share tuition with direct entry PA cohorts?	Although the direct entry starts in January some of the skill session and taught block may be delivered at the same time. All apprentices are welcome to access any session that the direct route has running to suit their own schedule of learning.
If all employer partners committed to rotation of placements, would the university coordinate placements for the cohort?	Yes, we have already discussed this with stakeholders who have attended our development days. Although we would not get involved in finance of placements, we would be happy to facilitate a buddy group system and have a shared contacts list of all apprentices and their employers on the cohort to help build partnerships and communication channels for employers, and have already planned to do this in the late summer before the first cohort starts.
Application process	
<p>Under UK Government rules, apprentices must be employed for a minimum of 30 hours per week and must have the right to live and work in the UK (applies only in England). An apprentice cannot be self-employed. The employer must enter into an Apprenticeship Agreement with the apprentice. All candidates must be employed in a role related to the subject matter of the apprenticeship and be sponsored by their employer.</p> <p>Applications can only be made through the sponsoring employer. The University will consider all such applications and will have the final decision whether to accept the candidate for entry to the programme. Each applicant will undergo an interview with three members of the HEI programme team.</p> <p>Applications will be managed through our Aptem platform, following confirmation of employer eligibility. Applicants undertake a 'Skills Scan' where they are asked to self-assess against the knowledge, skills and behaviour of the apprenticeship standard. This is reviewed by employer and</p>	

training provider. They are also asked if they want to make an application for Recognition of Prior Learning (RPL) through the University procedure.

Entry requirements

The recommended minimum entry requirements for Level 7 entry to the programme are:

- 2:1 classification in a science or health care related degree
- English and Maths at Level 5/6 (B) GCSE

We normally require applicants to evidence the above qualifications before starting the apprenticeship. Applications are welcomed from those with qualifications equivalent to the above. Relevant or prior experience will be taken into account when considering a candidate's suitability for the programme.

APEL process and support

At application stage candidates are required to undertake a 'Skills Scan' and self-assess against the knowledge, skills and behaviour of the apprenticeships standard. They are also asked if they wish to make an application for Recognition of Prior Learning (RPL) through the University procedure. There is a requirement for new knowledge and skills to be developed through apprenticeships, with a minimum duration of one year.

Recognition of Prior Learning (RPL) is considered on a case-by-case basis and those interested should contact the Programme Director. The University's guidelines on this can be found here: <http://www.keele.ac.uk/qa/accreditationofpriorlearning/>