

Learning Support for Apprentices with Learning Difficulties and Disabilities

Amano Apprentice Learning Support provides apprentice learners with Learning Difficulties and Disabilities (LDDs) the opportunity to access a tailored support programme that will aid them to achieve in the learning outcomes of their apprenticeship programme.



Why offer Learning Support as a part of your Apprenticeship Package?



Government funded support

Funding in the form of additional, excess and exceptional Learning Support is available to help your apprentices maximize their ability to reach their learning outcomes.



Learning success

Supporting your Apprentices learning success is an integral part of their Apprenticeship programme. See your Apprentices achieve in their learning with specialised one-to-one support.



Improved retention

Having the ability to offer one-to-one support upfront is likely to remove the stigma of disclosure and will help to ensure appropriate support measures are implemented at the start of your Apprentices learning journey. The provision of one-to-one support increases accountability, helping individuals to overcome personal barriers to learning and reducing the likelihood of them dropping out of their Apprenticeship Programme.



Tracked Results

With the help of the Support Consultant the Apprentices learning journey will be closely monitored with regular updates on progress and outcomes.



Better productivity

By supporting your Apprentices to develop appropriate mechanisms for managing their learning, one-to-one support can have a significant impact on increasing productivity. As opposed to becoming reliant on their Support Consultant your Apprentices increase in independence whilst improving their ability to apply theoretical learning into working practice.

Help your apprentice learners overcome the stigma of declaration and let them know support is available.

Only **10.4%**¹ of apprentices declare a LDD

VS

An estimated **19%**² of working age adults having a disability

1 Department of Education, 2019.

2 Department for Work & Pensions, 2018.

Step-by-Step Guide

To Access Learning Support for an Apprentice

Accessing support for and on behalf of an Apprentice can seem like a bit of a minefield and that is why we have developed a step-by-step guide to assist you in making the process straightforward.

START

1.

Enrolment

During the enrolment process for an apprentice, advice and guidance will be given of the possible support available to apprentices with Learning Difficulties and Disabilities (LDDs).

2.

Declaration and identification

An apprentice may declare upon enrolment that they need support or alternatively a support need may be identified during the apprentice's learner journey. Professional evidence, such as a prior Education Health and Care Plan or doctor's certificate, should support any claims for additional funding.

3.

Assessment

Book an assessment for your apprentice with a registered assessment centre. An assessor will identify the needs of your apprentice and advise on the amount and type of support that will benefit them in achieving their learning outcomes. We can advise on apprentice assessment centres local to your area.

4.

Support Allocation

Once your Apprentice has received their support allocation a referral can be made to an apprentice support provider. From this point Amano Apprentice Learning Support can manage the entire support process and assist your Apprentice in achieving their learning outcomes.

5.

Support Delivery

Delivery of support will commence with your Apprentice being introduced to their 'Support Consultant'. Together with their Support Consultant they will develop an Individualised Learning and Support Plan.

7.

Funding Claims

Excess Learning Support and Exceptional Learning Support can be claimed monthly via the Earnings Adjustment Statement (EAS) and Exceptional Learning Support Form.



6.

Review and Record Progress

Your apprentices' progress will be monitored continuously throughout the duration of their support programme.

8.

Record Outcomes

On completion of the support outcomes will be recorded.

FINISH

Amano works with you to ensure that your apprentice learner is supported to effectively adopt the knowledge and skills required to achieve in their workplace.

“The extra support I have received has been invaluable, as a mature student with dyslexia I simply would not be where I am without my support tutor”

– Apprentice receiving Amano Apprenticeship Learning Support



Funding explained

The following table shows the types of funding available to support apprentices with Learning Disabilities and Difficulties (LDDs). This funding is drawn down from the Education and Skills Funding Agency (ESFA).

| ESFA Funding Type | Additional Learning Support | Excess Learning Support | Exceptional Learning Support |
|-------------------|-------------------------------------|------------------------------------|--|
| Funding Amount | £150 per month | up to £19,000 per year | up to £19,000 per year |
| Claimed via | Individualised Learner Record (ILR) | Earning Adjustment Statement (EAS) | Exceptional Learning Support Cost Form |

Further detail into the available funding can be found in the Apprenticeship Funding Rules guidance document available from: www.gov.uk/guidance/apprenticeship-funding-rules

Who are Amano Support?

Amano Support is a leading provider of one-to-one learning support assisting individuals with disabilities, learning difficulties and mental health conditions to achieve in education and work.

Which LDDs are Supported?

The Education and Skills Funding Agency (ESFA) provides funding for additional, excess and exceptional support to help apprentices with learning difficulties and/or disabilities, for example:

- Diagnosed disability or long term illness
- Mental health condition
- Specific learning difficulties e.g. dyslexia
- Autistic spectrum conditions



visit www.amanosupport.com
 email apprentice@amanotech.com
 call 01822 600060



Amano offer a track record of high quality learning support provision particularly for higher-level apprenticeships at higher education level.

Here are ten reasons to work with Amano for your Apprentice Learning Support:

| | | | |
|--|---|---|--|
| <p>Experienced, specialist one-to-one support for apprentices with a range of learning difficulties and/or disabilities.</p> <p>1</p> | <p>Improved apprentice attendance, retention and completion.</p> <p>2</p> | <p>Improved productivity in the workplace for apprentice.</p> <p>3</p> | <p>Apprentices are better prepared for their End Point Assessment.</p> <p>4</p> |
| <p>Helps to meet equality and diversity objectives.</p> <p>5</p> | <p>Guidance on access to funding for excess and exceptional learning support.</p> <p>6</p> | <p>Helps to meet OFSTED requirements providing complete monitoring of the learner journey progress supporting with assessment, Individual Learning Support Plan, progress updates and outcome measures.</p> <p>7</p> | <p>Seamless link with Amano Access to Work provision for a holistic approach if support is also required in the workplace.</p> <p>8</p> |
| <p>Helps to deliver an inclusive and diverse workforce for employers.</p> <p>9</p> | <p>A fully funded approach to learning support provision via the Education Skills and Funding Agency (ESFA).</p> <p>10</p> | <p>For more information on the funding available and how it can help your apprentice learners contact us:</p> <p>www.amanosupport.com 01822 600060</p> | |

Checklist

- ✓ Have you identified your apprentices with LDDs?
- ✓ Do you provide comprehensive support for your apprentices with LDDs?
- ✓ Are you accessing ESFA funding when you can?
- ✓ Do you have a process for measuring and understanding why an apprentice learner may not complete their programme?



Answered no to any of the checklist above?
Get in touch with our friendly team and call to see how we can help.



visit www.amanosupport.com
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