

Current Workforce Development Provision 2018

Apprenticeship Framework - ✓ Apprenticeship Standard - ✓ Short Professional Course ✓

*Short professional courses can be delivered from our centres, at your premises and via e-learning (subject to course type and delegate numbers)

Business and Management					
Subject	Level 2 Apprenticeship	Level 3 Apprenticeship	Level 4 Apprenticeship	Level 5 Apprenticeship	Short Professional Course
Accountancy and Finance	✓	✓	✓		✓
Business Administration	✓	✓	✓		
Customer Service	✓	✓			✓
Management	✓	✓		✓	✓
Retail	✓	✓	✓		

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ICT					
Subject	Level 2 Apprenticeship	Level 3 Apprenticeship	Level 4 Apprenticeship	Level 5 Apprenticeship	Short Professional Course
ICT Professional Competence	✓	✓			
ITQ IT Users	✓	✓			
Microsoft Applications					✓
Adobe Applications					✓
Crystal Reports					✓
Getting started on a PC and Outlook					✓
Business Objects					✓

Health and Social Care					
Subject	Level 2 Apprenticeship	Level 3 Apprenticeship	Level 4 Apprenticeship	Level 5 Apprenticeship	Short Professional Course
Adult Care	✓				
Lead Adult Care		✓			
Leadership and Management				✓	
Dementia Awareness					✓
Mental Health Awareness					✓
Supporting people with Autism					✓
Other specialism					✓

Hospitality and Catering					
Subject	Level 2 Apprenticeship	Level 3 Apprenticeship	Level 4 Apprenticeship	Level 5 Apprenticeship	Short Professional Course
Hospitality	✓	✓			
Hospitality Team Member	✓				
Hospitality Supervisor		✓			
Hospitality Management			✓		
Food Hygiene					✓