

DYW

ARGYLL
Developing the
Young Workforce



Modern Apprenticeships
in Hospitality
Information for Employers



University of the
Highlands and Islands
Argyll College

Introduction

Would you like to develop an existing member of staff and help them gain an industry recognised qualification? Perhaps you want to bring some new talent into your business?

We can help you to get the skills your company needs.

Argyll College UHI are an approved SDS Modern Apprenticeship training provider and we have a range of options for young workers aged 16-24. We offer Modern Apprenticeships in Business and Administration, Horticulture, Engineering and Energy, Hospitality Services and Professional Cookery, Hairdressing, Sport and Health & Social Care.

There are already more than 37,000 young people working, learning and earning as Modern Apprentices. It's a real success story: 91% of apprentices are still in employment six months after completing their Modern Apprenticeship; and 96% of employers say former apprentices are better equipped to do their job.



How does it work?

Modern Apprenticeships have 3 main components:

1. A Scottish Vocational Qualification or SVQ.
Candidates will undertake a range of SQA certified units, learning on the job and being mentored and assessed by one of our trainers. The Apprentice will build an online portfolio of evidence to support their learning.
2. A Range of Core Skills
For example Numeracy, Information Technology or Communication. Your apprentice may already possess these qualifications at the appropriate SCQF level.
3. Industry Specific Enhancements – these will be appropriate to the apprentice's age and job role and should be completed within the first 6 months of the apprenticeship.
These might include:
 - Health and Safety at Work Certificate
 - Food Hygiene Certificate
 - Scottish Personal Licencing Certificate



Modern Apprenticeship in Hospitality at SCQF level 5

This framework incorporates an SVQ in Hospitality Services which allows the apprentice to gain a broad range of experience across some or many various parts of your business including food and drink service, housekeeping, and reception skills. This could be a broad spectrum across the business or specialising in one department.

This qualification should take around 12 months to complete.

Modern Apprenticeship in Hospitality (Cookery) at SCQF level 5

This framework incorporates an SVQ in Professional Cookery which allows the apprentice to gain experience in the kitchen covering food preparation, cooking, health and safety and food hygiene. This would be suitable for a chef who has been working in the kitchen and wishes to expand their knowledge and gain formal qualifications.

This qualification should take around 12 months to complete.



Modern Apprenticeship in Hospitality (Cookery) at SCQF level 6

This framework incorporates an SVQ in Professional Cookery at a supervisory level which allows the apprentice to gain a broad range of experience across some or many various parts of the kitchen including cookery, HACCAPs, health and hygiene and management. This would be suitable for a chef de partie who wishes to progress or someone who wishes to run their own kitchen.

This qualification should take around 18 months to complete.

Modern Apprenticeship in Hospitality at SCQF level 7

This framework incorporates an SVQ in Hospitality Services at a supervisory level. This allows the apprentice to gain a broad range of experience as a supervisor across some or many various parts of your business including food and drink service, housekeeping and reception skills. This would be suitable for someone who is already in a supervisory role or working toward junior management.

This qualification should take around 18 months to complete.



What's my role in this?

As the employer of a Modern Apprentice you will have certain responsibilities. You'll need to:

1. Pay your employee at least the current minimum wage for an apprentice of their age – this is set by the UK government: see www.gov.uk for more information.
2. Agree to pay your apprentice for any time required in college for 'off the job' training. We'll discuss with you at the outset how much time this is likely to be.
3. Have an Equal Opportunities Policy in place and take responsibility for the health and safety of your apprentice.
4. Meet with the apprentice and the college tutor to review their progress.
5. Ensure you have the correct facilities for the apprentice to meet their training outcomes – our trainer can help you assess this.
6. It's also best practice to identify a mentor within your own organisation who can support and encourage your apprentice and help liaise with the college.



What next?

Contact your nearest Argyll College Learning Centre or email Chris.Wolfe@uhi.ac.uk to arrange for an initial telephone consultation.

Arran	01770 600 152	Islay	01496 810 130
Campbeltown	01586 559 310	Lochgilphead	01546 600 070
CERC	01631 559 830	Oban	01631 559 500
Dunoon	01369 707 182	Rothesay	01700 501 000
Helensburgh	01631 559 750	Tobermory	01688 302 801





From Skills Development Scotland

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