

Apprenticeship Fund – Notes for Employers

Q. I'm interested in taking on an ex-SSI Apprentice – How do I find out more about the scheme and who do I contact?

A. Full details of the scheme are available on the Tees Valley Unlimited website www.teesvalleyunlimited.gov.uk or you can telephone the team on 01642 524412.

Q. How many apprentices can I take into my business?

A. There is no set limit but you must have been in business for a minimum of 12 months and pass a financial assessment. It also depends on the amount of public sector funding your company has already received as the grant is given under the De Minimis State Aid regulations. This means that you can only receive public funds up to the equivalent of €200,000 in a three year rolling period.

Q. How much funding is available for each apprentice?

A. We will pay 100% of the basic salary costs (including tax and employee's NI, if applicable) for each apprentice, until they complete their apprenticeship.

Q. Who pays the training costs?

A. Some training costs are already paid by government, depending upon the age of the apprentice. Any additional formal training costs will be covered by the scheme.

Q. I would like to take an apprentice but I don't have the facilities to formally employ them or offer the full range of activities in an apprenticeship Framework. Can I still get involved?

A. Yes. We will have the facilities of an Apprenticeship Training Agency to support employers in this position; however we will give priority to those employers who can offer full employment terms.

Q. If I take on an apprentice in their final year, will there be any assistance to help me to keep them on when they finish their training?

A. We have also applied to Government for funding to support companies to create jobs and we hope that this will be available shortly.

Q. How will I find a suitable apprentice for my vacancy?

A. You will be asked to submit job descriptions for the posts with your application form. These will be forwarded to the training provider to ensure that work based learning, which forms part of the apprenticeship framework can be accommodated within the role and a suitable apprentice is available to fill the position.

Q. What happens if the apprentice decides to leave or is unsuitable, will I be able to get another?

A. Yes, as long as it is another ex-SSI apprentice.

Q. As an apprentice, how do I find out about the employment offers?

A. You will be contacted by your training agency about this.