

APPRENTICESHIP WORKFORCE DEVELOPMENT: APPRENTICE JOURNEY LOG STAY IN TOUCH (SIT) QUESTIONS

Project Title – Exploring barriers to apprenticeship study

Organisations/Partnership Names: University of Portsmouth (UoP), Hampshire County Council (HCC), Defence Science & Technology Laboratory (DSTL)



Hampshire
County Council



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Apprentice Journey Log Stay In Touch (SIT) Questions

It is important to stay in touch with apprentices who are on break in learning to provide any support, reduce potential anxieties, pass on relevant information, ensure the training provider is updated and answer any questions the apprentice might have.

Questions from this document, depending on context, could be useful to initiate conversation and understand the apprentice's current perspective on their apprenticeship and return to learning. This is not an exhaustive list and it is advisable to add to the document as SIT meetings are completed.

Potential Questions

- Have there been any changes at work to update us (training provider) on?
- Are you still in the same role?
- Are there any changes to colleagues who will be supporting you in the workplace?
- Has anything changed in your personal circumstances?
- Is there anything that you are receiving support for that you would like to share?
- Is there anything you would like to update us on?
- Is there anything that you currently need from your work-based tutor/ tripartite professional (discussing that teaching cannot be provided whilst on a BIL)?
- Are you still planning to return as per the planned return date?
- Is there anything you would like to ask or know about your return to learning (question dependent on proximity to return date.)

Support services and access to systems

It is recommended that colleagues amend this section of the documentation to reflect the services, systems and support that is available through their training provider for apprentices on a BIL.

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