



training and  
recruitment

# Apprenticeship Catalogue

| Apprenticeship Programme                     | Level | Award Body | Maximum Funding | Non-Levy (5% Contribution) | Required Dedicated Learning Time | Length of stay for 2025/26 |
|----------------------------------------------|-------|------------|-----------------|----------------------------|----------------------------------|----------------------------|
| <b>Health &amp; Social Care</b>              |       |            |                 |                            |                                  |                            |
| Adult Care Worker                            | 2     | Highfield  | £4,500          | £225                       | 315                              | 10                         |
| Lead Adult Care Worker                       | 3     | Highfield  | £4,000          | £200                       | 365                              | 14                         |
| Leader in Adult Care                         | 5     | Highfield  | £7,000          | £350                       | 439                              | 17                         |
| <b>Hospitality Services</b>                  |       |            |                 |                            |                                  |                            |
| Food and Beverage Team Member                | 2     | Highfield  | £6,000          | £300                       | 292                              | 11                         |
| Hospitality Accommodation Team Member        | 2     | Highfield  | £6,000          | £300                       | 292                              | 11                         |
| Production Chef                              | 2     | Highfield  | £7,000          | £350                       | 315                              | 12                         |
| Hospitality Supervisor                       | 3     | Highfield  | £4,000          | £200                       | 315                              | 13                         |
| Hospitality Manager                          | 4     | Highfield  | £6,000          | £300                       | 416                              | 14                         |
| <b>Business Administration &amp; Support</b> |       |            |                 |                            |                                  |                            |
| Customer Service Practitioner                | 2     | Highfield  | £3,500          | £175                       | 292                              | 10                         |
| Administration Assistant                     | 2     | Highfield  | £4,000          | £200                       | 292                              | 12                         |
| Business Administration                      | 3     | CMI        | £5,000          | £250                       | 365                              | 13                         |
| Customer Service Specialist                  | 3     | Highfield  | £4,000          | £200                       | 365                              | 12                         |
| HR Support                                   | 3     | DSW        | £4,500          | £225                       | 342                              | 12                         |
| Improvement Technician                       | 3     | Highfield  | £4,000          | £200                       | 342                              | 12                         |
| Learning and Development Practitioner        | 3     | Innovate   | £6,000          | £300                       | 365                              | 12                         |
| Payroll Administrator                        | 3     | CIPP       | £10,000         | £500                       | 389                              | 16                         |
| Safeguarding Support Officer                 | 3     | Highfield  | £7,000          | £350                       | 342                              | 15                         |
| Associate Project Manager                    | 4     | CMI        | £7,000          | £350                       | 365                              | 15                         |
| <b>Warehousing and Logistics Services</b>    |       |            |                 |                            |                                  |                            |
| Supply Chain Warehouse Operative             | 2     | Highfield  | £5,000          | £250                       | 292                              | 12                         |
| Supply Chain Practitioner (FMCG)             | 3     | Highfield  | £15,000         | £750                       | 534                              | 24                         |