

Apprenticeship – Digital Delivery

TTI Apprenticeships (a brand name of The Training Initiative) is committed to ensuring that apprentices are still able to complete their learning during the current challenging environment. We have developed a system of digital learning and support to ensure that apprenticeships can still be delivered effectively with no significant impact to the apprentice or their employer.

Our digital delivery service includes:

- 1) Teaching and Learning are delivered by remote sessions via Zoom/Teams/Similar. All sessions will be recorded for evidence of learning, to support staff training and to allow learners to re-watch their sessions.
- 2) Sessions are taking place for 1-2 hours and our Specialist Tutors have created teaching resources to support delivery and assessment of new skills, knowledge and behaviours.
- 3) Independent work, which supports off-the-job requirements, is being given to learners after each session, and is their focus of work until their next session. This independent work provides the learners with relevant opportunities for further research and learning, or to embed the knowledge and skills covered in the tutor-led session.
- 4) Learners are still expected to attend a tutor-led session every 4-6 weeks.
- 5) Reviews involving the Employer, the Apprentice and the Main Provider are still taking place every 10-12 weeks.
- 6) All assessments will be delivered remotely where practical, or by using invigilators in trusted roles in the employing organisation, as per the Awarding Body's guidance and policies. We act within Government and Employer Covid-19 policy and seek to postpone assessments during periods of lockdown, to remove or reduce associated risk, where the learner's planned end date permits.
- 7) Learners upload their work to our e-portfolio system and receive personalised feedback from their Specialist Tutor through the e-portfolio system within 5 working days of the uploads taking place.
- 8) Enrolments are still taking place and using e-signatures where appropriate to confirm agreements and successfully sign-up learners.

For further information on our digital delivery please email info@ttiapprenticeships.co.uk