

What is the Public Sector Apprenticeship Target?

As a relevant public sector employer with over 250 staff, Castle Phoenix Trust (the Trust) has a duty to have regard to the apprenticeship target set by the Government. The target in relation to this reporting period was to employ an average of at least 2.3% of staff as new apprentice starts over the period from 1 April 2021 to 31 March 2022.

What is in this report?

In accordance with The Public Sector Apprenticeship Targets Regulations 2017 (as amended), this report publishes information regarding the Trust's progress towards the apprenticeship target during the third reporting period - 1 April 2021 to 31 March 2022. During this period, Caludon Castle, Charter Primary Academy, Foxford, Hill Farm Primary, Kingsbury and Richard Lee were the schools in our Trust. The Trust is required to publish Figures A to I set out in the table below and to explain what all of the figures mean in the context of a Charitable Trust which exists to provide exceptional education experiences for learners.

Table of Figures

A	The number of employees whose employment began in the reporting period - <i>1 April 2021 - 31 March 2022</i>	101
B	The number of apprentices who began to work for the Trust and whose apprenticeship agreements also began in the reporting period - <i>This includes employees who were already working for the Trust before beginning their apprenticeship, as well as new apprentice hires.</i>	2
C	The number of employees employed by the Trust at the end of the reporting period - <i>Employee headcount on 31 March 2022</i>	624
D	The number of apprentices employed by the Trust at the end of the reporting period - <i>Apprentice headcount on 31 March 2022</i>	2
E	Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) as a proportion of employment starts between 1 April 2021 to 31 March 2022	1.9
F	Percentage of total headcount that were apprentices on 31 March 2022	0.9
G	The number of apprentices who worked for the Trust immediately prior to the reporting period	2
H	The Trust's employee headcount on 31 March 2022	624
I	Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) between 1 April 2021 to 31 March 2022 as a proportion of total headcount on 31 March 2022	1.9

What do the figures show?

During this reporting period 1.9% of new starters and 0.9% of employees based on headcount as at 31 March 2022 were new apprentice starts.

What action has the Trust taken towards meeting the apprenticeship target?

When vacancies have arisen and workforce planning has taken place, consideration has been given as to whether roles would be suitable for apprentices, and whether relevant apprenticeship standards or frameworks were available.

Consideration has also been given to apprenticeships that could be undertaken by existing employees.

What is the apprenticeship levy?

The Trust is required by law to pay 0.5% of its annual pay bill, minus a £15,000 allowance, into its apprenticeship levy account. The money is to be used to pay apprenticeship providers for the delivery of standards and frameworks, and the Government provide a monthly funding top up of 10%. All funds expire 24 months after they enter the account if they are not spent.

What are the reasons as to why the Trust has not met the Target during the third reporting year?

There are a number of reasons as to why it is challenging for the Trust to meet the target and to spend the levy money that is required to pay. These include but are not limited to:

- **The nature of non-teaching roles in schools;** many of which are part time, require pre-attained skills and knowledge and do not lend themselves to the available apprenticeship standards and frameworks, or to the requirement that apprentices spend 20% of their time on off the job training.
- **Other pathways into teaching are more attractive;** both for trainee teachers and schools.
- **Limited budgets;** the Trust cannot use the apprenticeship levy to fund apprentice wages, or afford to create additional roles within its structures to accommodate apprenticeships. Employing apprentices also requires an investment of resources which are not readily available for this purpose; for example the time of existing colleagues.
- **The prior learning undertaken by the existing workforce;** When the Trust has identified potentially suitable frameworks for existing staff, for example science technician or business administration, assessments of prior learning including existing skills, knowledge and behaviours have shown that the prior attainment of colleagues was above the level of these apprenticeships, and that substantial new learning would not be achieved.
- **Responses to advertised apprenticeships has been low.**

What are the plans to meet the target and to spend the levy money the Trust is required to pay?

Castle Phoenix Trust will aim to:

- Provide high quality apprenticeships for leaders and teachers.
- Utilise the levy funds towards teacher training apprenticeships
- Use the levy towards training for existing staff to upskill.
- Use apprentices to support succession planning and workforce planning.
- Work with a wide range of external partners to make use of existing apprenticeships and develop programmes tailored to the needs of the Trust and its employees.

The funding will be targeted to:

- Provide apprenticeship opportunities for new roles and employees across schools and central services.
- Work with current employees to make use of the apprenticeship route to upskill and gain qualifications, both at a technical and leadership level.

In addition, our Trust will continue to promote apprenticeship posts and training more widely.