



**Busy
Bees.**

Education and Training



Join our Team
Apprenticeships Guide - 2024



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I knew completing an apprenticeship would be the best of both worlds. Gaining as much experience as possible can put you closer to gaining a job than your qualifications alone.

Georgia
BUSY BEES EDUCATION
AND TRAINING
APPRENTICE

About US

BUSY BEES EDUCATION AND TRAINING HAS BEEN PROVIDING QUALITY APPRENTICESHIP AND TRAINING OPPORTUNITIES FOR ALMOST 25 YEARS. WE BEGAN LIFE AS AN INTERNAL TRAINING AND RECRUITMENT DEPARTMENT FOR BUSY BEES, THE LEADING PROVIDER OF CHILDCARE IN THE UK, BUT OUR SUCCESS PROMPTED US TO EXPAND INTO TRAINING FOR THE WIDER CARE SECTOR SO WE COULD SHARE OUR EXPERTISE AND KNOWLEDGE EVEN FURTHER.

We have years of experience helping people manage their transition into the workplace, with rewarding qualifications that will give you the tools to unleash your potential and work towards a successful and fulfilling career.

Our team of experienced certified training professionals will support you on your journey every step of the way.

As a training provider, we also value diversity. That's why we are proud holders of the Queen's Award for Enterprise: Promoting Opportunity, which recognises our social mobility programme and commitment to quality training for apprentices.

From entry-level to higher apprenticeships, to online CPD courses and first aid training, we have award-winning courses tailored for a wide range of sectors, so you can find training that is right for you.



**Providing quality
apprenticeship and
training opportunities
for almost 25 years!**




About apprenticeships

SIMPLY PUT, AN APPRENTICESHIP IS A PAID JOB WHERE YOU CAN LEARN AND GAIN VALUABLE EXPERIENCE. AN APPRENTICE'S TIME IS TYPICALLY SPLIT BETWEEN WHAT WE CALL 'ON-THE-JOB TRAINING' AND 'OFF-THE-JOB TRAINING'.

On-the-job training takes up approximately 80% of an apprentice's working hours and might include spending time shadowing experienced colleagues or getting stuck in with practical work.

Off-the-job training accounts for the remaining 20% and will be spent completing classroom-based learning. This can also include the teaching of theory, practical training and learning support.

Apprentices will also study towards a final assessment to gain a nationally recognised qualification. Usually, apprenticeships don't usually involve exams, however job performance is assessed to ensure that you are putting what you are learning academically into practice.



Nearly two-thirds of people surveyed by Which? said they didn't know enough about apprenticeships!

Is an apprenticeship right for me?

APPRENTICESHIPS ARE A GREAT OPTION FOR THOSE WHO WANT AN EXCITING CAREER, THEY ALSO GIVES YOU THE CHANCE TO IMMEDIATELY ENTER THE WORKPLACE AND EARN WHILE YOU LEARN!

They are best suited for someone who is clear about what type of job they want to move into and prefer to pick up more practical learning than purely academic means.

The best part is that apprenticeships are open to anyone over the age of 16, although some courses do have minimum Maths and English standards - find out more on each course breakdown.



A survey by TotalJobscom showed that 44% of respondents wished they'd picked a more vocational or hands-on subject as a way of boosting their chances of bagging a good job.



The perks of an apprenticeship

THERE ARE SO MANY BENEFITS THAT COME HAND IN HAND WITH STARTING AN APPRENTICESHIP!

- IT'S A GREAT ALTERNATIVE TO FULL-TIME HIGHER EDUCATION, WITH NO TUITION FEES
- YOU CAN GET STRAIGHT TO WORK
- EARNING WHILE YOU'RE LEARNING
- MANY APPRENTICES STAY WITH THE SAME EMPLOYER AFTER COMPLETING THEIR COURSE
- YOU HAVE ALL THE SAME RIGHTS AS ANOTHER EMPLOYEE, INCLUDING HOLIDAY LEAVE ENTITLEMENTS
- OPPORTUNITY FOR HANDS-ON, PRACTICAL WORK RATHER THAN PURELY ACADEMIC STUDIES
- AN ESTABLISHED CAREER PATHWAY, WITH THE OPPORTUNITY TO CONTINUE TRAINING VIA HIGHER-LEVEL APPRENTICESHIPS
- GAIN NEW SKILLS TO ADD TO YOUR PORTFOLIO OF QUALIFICATIONS AND ABILITIES

EARN WHILST YOU LEARN

NO TUITION FEES

GET STRAIGHT TO WORK



Busy Bees are looking to fill hundreds of early years and catering apprenticeships across the country!



Anyone starting a Busy Bees apprenticeship will receive a salary of £6.50 per hour - that's £1.69 per hour above the minimum wage for apprentices.

Tailored support

WHEN YOU ARE A BUSY BEES EDUCATION AND TRAINING APPRENTICE, YOUR GOALS BECOME OUR GOALS.

We will be there for you throughout your apprenticeship, providing ongoing support and assistance to make sure you are getting the most out of your course.

Every one of our apprentices receives a work coach mentor to help develop your skills, provide advice and support, discuss any concerns you might have and assess how you are progressing with your qualification.



“

I struggled a bit with my confidence, particularly when it came to the assessments, but my course leaders were amazing and helped me with anything I needed. I feel very proud of myself that I managed to pass the course, let alone with a distinction, and this training has given me the skills I need.



ABI
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Lifelong skills

FUNCTIONAL SKILLS ARE QUALIFICATIONS DESIGNED TO HELP BOTH YOUNG PEOPLE AND ADULTS DEVELOP THEIR ESSENTIAL MATHS AND ENGLISH SKILLS TO APPLY THEM IN EMPLOYMENT AND EVERYDAY LIFE.

All our apprenticeships require qualifications - but don't panic if you haven't achieved these results already. Busy Bees Education and Training offers a range of sessions and tools to help you secure your functional skills qualification.

Our friendly team will be able to help you to learn at your own pace. We offer training sessions on a variety of Maths and English topics, including BODMAS, Substitution and Fractions in Maths and Sentences, Paragraphs, Grammar, and Punctuation in English.

Our team helps learners apply skills and knowledge to real-life situations, giving you life skills you can apply both at home and work. We also offer revision sessions before sitting any exams to calm your nerves and support you to achieve your goals.

After completing your functional skills qualification, you will have developed your skills in English and Maths, whilst also gaining a qualification equivalent to a GCSE!



“

I've always struggled with understanding maths. However, I have felt supported by the functional skills team which boosted my confidence. The trainers were always very informative and explained things in a way that was easy to follow. They were always willing to answer any questions and provided various methods for different ways of learning. I would highly recommend the learner resources to anyone taking the course!

CHLOE

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AND TRAINING APPRENTICE



Apprenticeships in childcare and education

ARE YOU READY TO HELP NURTURE THE NEXT GENERATION AND GIVE THEM THE BEST START IN LIFE?

OUR LEADING CHILDCARE AND EDUCATION APPRENTICESHIPS PROVIDE BOTH AN EXCITING AND EDUCATIONAL ROUTE INTO EARLY YEARS.



EARLY YEARS PRACTITIONER LEVEL 2

- **Start date:**
Flexible
- **Level:** 2
- **Typical duration:**
13 months plus end point assessment.
- **Delivery:**
Blended learning with one-to-one support.

Apprentices will work and interact directly with children on a day-to-day basis supporting the planning of and delivery of activities, purposeful play opportunities and educational programmes within the ethos of the setting. They will work as part of a professional team ensuring the welfare and care for children under the guidance and supervision of an Early Years Educator, teacher or other qualified professionals in the Early Years Workforce.

Entry requirements

- ABILITY TO ACCESS A BUSY BEES TRAINING CENTRE ON OCCASIONS THROUGHOUT THE COURSE
- ABILITY TO GAIN A SATISFACTORY DATA BARRING SERVICE (DBS)

EARLY YEARS EDUCATOR LEVEL 3

- **Start date:**
Flexible
- **Level:** 3
- **Typical duration:**
18 months plus end point assessment.
- **Delivery:**
Blended learning with one-to-one support.

Early Years Educators, and other job roles such as nursery nurse and childminders, are highly trained professionals who play a key role in ensuring that young children learn and develop well and are kept healthy and safe. They work in a range of settings including full daycare, children's centres, preschools, reception classes and as childminders. They may either be working on their own or supervising others to deliver the Early Years Foundation Stage (EYFS) requirements set by the Government for the learning, development and care of children from birth to 5 years old.

Entry requirements

- ABILITY TO GAIN A SATISFACTORY DATA BARRING SERVICE (DBS)
- TO IDEALLY HOLD A LEVEL 2 QUALIFICATION OR EQUIVALENT AND A LEVEL 2 IN FUNCTIONAL SKILLS.

SCAN THE QR CODE TO DISCOVER OUR CHILDCARE AND EDUCATION APPRENTICESHIPS!



SCAN ME

Childcare and education journey



IF YOU WERE TO BEGIN YOUR CAREER IN CHILDCARE AND EDUCATION WHERE COULD YOU BE IN 10 YEARS?

COMPLETION OF EARLY YEARS PRACTITIONER LEVEL 2

Possible jobs

- Nursery worker
- Children's centre worker
- Pre-schools worker
- Reception class worker
- Playgroup worker
- Nursery school worker
- Childminding
- Youth work
- SENCO Role
- Home-based provision, hospitals, social care settings, out of school environments and local authority provision to deliver the Early Years Foundation Stage (EYFS) requirements set by the government for the learning, development and care of children from birth to 5, in both indoor and outdoor environments.

COMPLETION OF EARLY YEARS PRACTITIONER LEVEL 3

Possible jobs

- Nursery worker
- Children's centre worker
- Pre-schools worker
- Reception class worker
- Playgroup worker
- Nursery school worker
- SENCO Role
- Childminder
- Private home worker
- Youth worker
- Family support worker

COMPLETION OF EARLY YEARS LEAD PRACTITIONER LEVEL 5

Possible jobs

- Room leader
- Deputy manager
- Assistant manager
- Senior practitioner
- Early years co-ordinator
- Play leader
- Key worker
- Nursery officer

COMPLETION OF TEAM LEADING LEVEL 3

Possible jobs

- Room Manager

COMPLETION OF OPERATIONS/ DEPARTMENTAL MANAGER LEVEL 5

Possible jobs

- Assistant Manager
- Manager



Apprenticeships in catering and hospitality

AS WELL AS PROVIDING APPRENTICESHIPS WITHIN ADULT AND CHILDCARE SETTINGS, WE ALSO PROVIDE SEVERAL OPPORTUNITIES WITH THE HOSPITALITY AND CATERING INDUSTRIES.

PRODUCTION CHEF LEVEL 2

- **Start date:**
Flexible
- **Level:** 2
- **Typical duration:**
13 months plus end point assessment.
- **Delivery:**
Blended learning with one-to-one support.

Production chefs are likely to work with centrally developed standardised recipes and menus, producing food often in high volumes. They apply highly methodical organisational skills, energy, accuracy, attention to detail and are mindful of the importance of sustainability and protecting the environment.

Entry requirements

- ABILITY TO ACCESS A BUSY BEES TRAINING CENTRE ON OCCASIONS THROUGHOUT THE COURSE
- ABILITY TO GAIN A SATISFACTORY DATA BARRING SERVICE (DBS)

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HOSPITALITY APPRENTICESHIPS.



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ME



Catering and hospitality journey



COMPLETION OF PRODUCTION CHEF LEVEL 2

Possible jobs

- Production chef in a restaurant, cafe, hotel, nursery, care home, schools



COMPLETION OF SENIOR PRODUCTION CHEF LEVEL 3

Possible jobs

- Senior production chef in a restaurant, cafe, nursery, hotel, care home, school
- Leading a team or supporting a head chef



IF YOU WERE TO BEGIN YOUR CAREER IN CATERING AND HOSPITALITY WHERE COULD YOU BE IN 10 YEARS?



Short courses and CPD

ALONGSIDE OUR APPRENTICESHIPS, WE ALSO OFFER A VARIETY OF CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD) COURSES TO HELP YOU UPSKILL.

These short courses are designed to allow you to develop skills in certain areas, in both face-to-face and online formats.

Join us for interactive live sessions with like-minded peers, hosted by one of our experienced trainers, and access hundreds of courses anywhere, anytime.

As part of our commitment to personal development and lifelong learning, we regularly update our virtual learning academy with free online training courses, which complement careers in:



CHILDREN AND YOUNG PEOPLE
CATERING AND HOSPITALITY
HEALTH AND SAFETY
LEADERSHIP AND MANAGEMENT
INFORMATION TECHNOLOGY (IT)



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ME

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DISCOVER OUR COURSES.



FIRST AID +



WHETHER YOU KNOW WHICH CAREER YOU WANT TO PURSUE OR NOT, FIRST AID TRAINING IS A GREAT SKILL TO HAVE UNDER YOUR BELT. HAVING THE CONFIDENCE TO TACKLE FIRST AID EMERGENCIES IS A BONUS FOR ANY WORKPLACE, SO YOU NEVER KNOW - THIS SMALL QUALIFICATION COULD MAKE YOU STAND OUT FROM THE CROWD!



OUR FIRST AID TRAINING SESSIONS ARE ALSO AVAILABLE ONLINE OR OFFLINE, COVERING A WIDE RANGE OF SCENARIOS. SCAN THE QR CODE TO FIND OUT MORE.



SCAN ME

**BE PREPARED
AND SAVE A LIFE.**

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Education and Training



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