**Apprenticeship Programme Approval – Ofsted Readiness Self-Assessment**

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| **Apprenticeship Programme:**  |  |
| **Expected first intake:**  |  |

As an Apprenticeship, this programme will be subject to Ofsted and the [Education Inspection Framework](https://www.gov.uk/government/publications/education-inspection-framework) (EIF), and will be looked at in any inspection that the University is subject to. This include expectations that the:

* the provider’s curriculum is coherently planned and sequenced towards cumulatively sufficient knowledge and skills for future learning and employment
* the curriculum extends beyond the academic, technical or vocational. It provides for learners’ broader development, enabling them to develop and discover their interests and talents

To ensure that the Department and programme team are “Ofsted ready” from day one of the Apprenticeship, please complete the following self-assessment, which is a requirement for this type of approval.

Heads of Department are required comment and sign off on the self-assessment, confirming that they consider the programme and Department Ofsted ready.

**Self-Assessment**

| **Question**  | **Department/Programme Response** |
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| How will you work with apprentices’ employers to plan the training, assessment, review points and milestones throughout the programme? |  |
| How will you monitor the progress of apprentices against their starting points and intended goals/outcomes? |  |
| How will you handle apprentices not making the expected progress? |  |
| How will you monitor the quality of teaching and learning, including direct observation of teaching? |  |
| How will you ensure apprentices contribute the skills required in the workplace? |  |
| How will you manage those apprentices or employers not meeting attendance/engagement expectations? |  |
| How will you monitor and manage apprentices at risk of not completing their intended outcomes |  |
| How will you embed equality and diversity into the curriculum? |  |
| How will the programme prepare learners for life in modern Britain by: equipping them to be responsible, respectful, active citizens who contribute positively to society?  |  |
| How will the programme develop the apprentices’ understanding of fundamental British values; developing their understanding and appreciation of diversity; celebrating what we have in common and promoting respect for the different protected characteristics as defined in law? |  |
| How will you manage tutors CPD to ensure it’s aligned to the curriculum and to raise the quality of teaching, learning and assessment? |  |
| How will you monitor the performance of tutors? |  |

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| **Apprenticeship Programme Lead Name:**  |  |
| **Signature**  |  | **Date** |  |

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| **Head of Department Name:**  |  |
| **Head of Department Comments on self-assessment** |  |
| **Signature**  |  | **Date** |  |