

## Apprenticeship Programmes Level 2 & 3 in Adult Social Care

Contrary to common belief, apprenticeships are not just for school leavers and young people. They are fully funded, work based learning programmes that give new and existing staff aged 16 to 60+ the opportunity to gain valuable skills and knowledge in a specific job role.

West Berkshire Council offer Apprenticeships in a number of areas, one of which is adult social care. Adult care workers should make a positive difference to someone's life when faced with physical, practical, social, emotional or intellectual challenges and to do this they need the right values and behaviours, competencies and skills to provide high quality compassionate care and support.

The adult care apprenticeships at level 2 and 3 focus on the personal attributes and behaviours expected of all adult care workers; Care, Compassion, Courage, Communication, Competence and Commitment.

### The apprenticeship comprises:

- ✚ Diploma in Health & Social Care Level 2 or 3 (dependent on role)
- ✚ Care Certificate
- ✚ Functional Skills in Maths and English (unless you have proof of previous qualifications at Level 1 or Level 2 e.g GCSE, O-Level). The training provider and the council will support learners to achieve this element of the apprenticeship.

The programme duration is 15 – 18 months and includes group teaching sessions, one-to-one workplace visits and an assessment of performance, and will include the following:

- Understanding your role
- Personal development
- Duty of care
- Equality and Diversity
- Working in a person centred way
- Communication
- Privacy and Dignity
- Fluids and Nutrition
- Awareness of health, learning difficulties and dementia
- Safeguarding children and adults
- Basic life support
- Health and safety
- Handling information
- Infection prevention and control

Your manager will discuss your training requirements with you at your interview, and following successful appointment, you will, where appropriate, be invited to attend an apprenticeship information and enrolment day at the Council Offices, Market Street, Newbury. West Berkshire Council is committed to training all staff to a Level 2 ASC qualification as a minimum Level and will support new and existing staff to achieve this.

For further guidance please contact Tracy Sherriff; Apprenticeship Coordinator:  
[tracy.sherriff@westberks.gov.uk](mailto:tracy.sherriff@westberks.gov.uk). Phone: (01635 519053 ext 2053)