



Skills Funding
Agency

The Register of Apprenticeship Training Providers

October 2016

Content

In this presentation we will cover:

- purpose
- application routes
- interested in applying
- application process
- next steps and timeline.
- procurement

Purpose

Entry route for organisations that want to deliver apprenticeship training

Provide assurance to employers and government

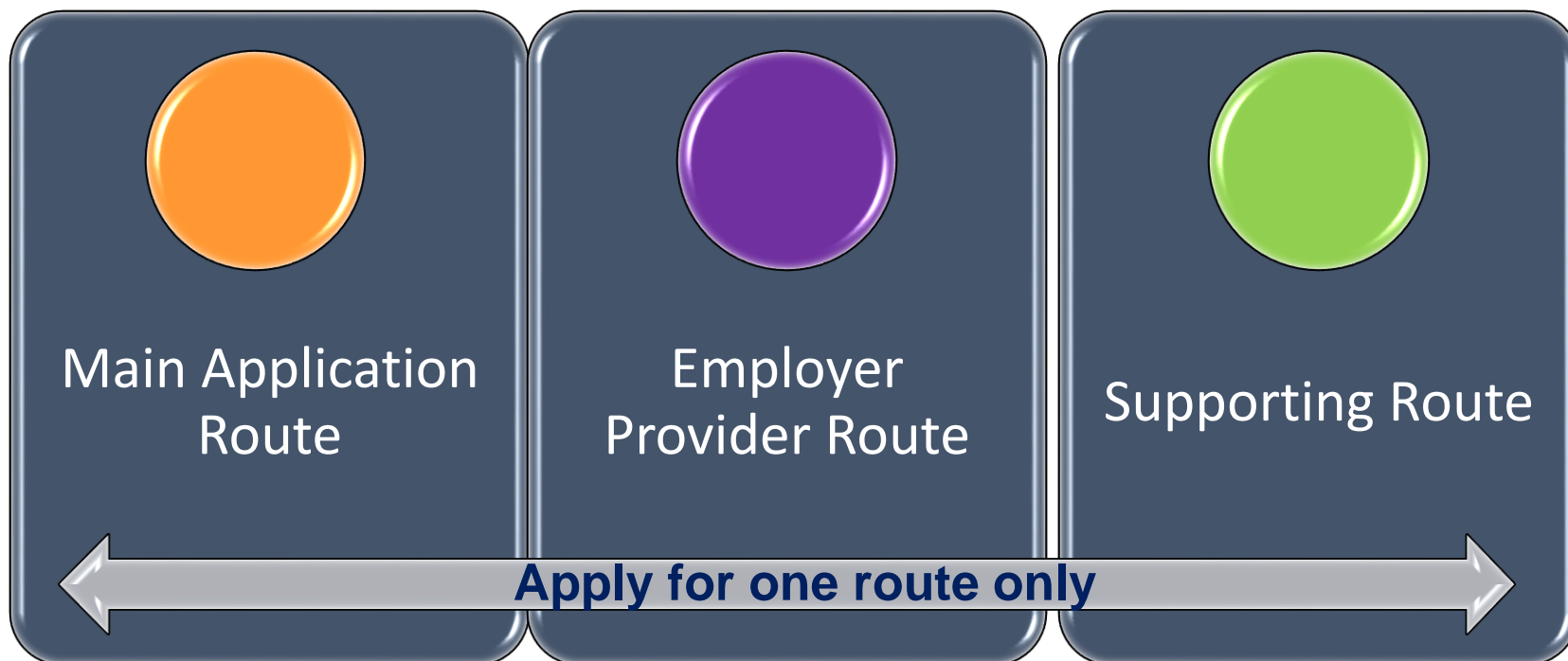
**Register of
Apprenticeship
Training
Providers**

Allow employers who wish to deliver training to their own employees to do so

Sets a high bar for providers to meet if they want to deliver apprenticeship training

Application routes

There are three application routes to facilitate delivery of apprenticeship training. ***You can only apply for one route***



Main application route

The main application route is for organisations that:

- want to directly deliver any value of apprenticeship training
- want to be eligible for selection through the digital apprenticeship service
- are a levied employer and want to train staff in their own supply chain or apprentices in other organisations
- have the capacity and capability to deliver most of the frameworks and standards that they offer
- want to participate in the SFA procurement for delivery of apprenticeship training to employers that will not have a digital account to pay for apprenticeship training

Employer provider route

The employer provider route is for levy paying employers that:

- want to provide training to their own staff
- want to act as a subcontractor to their appointed main provider, delivering training to their own staff.

Organisations that apply to this route cannot:

- deliver apprenticeship training to other organisations, including their supply chain.
- If you plan to deliver less than £100k as a subcontractor then you are not required to apply

Supporting route

The supporting route is for organisations that:

- want to deliver as a subcontractor only
- are new to the apprenticeship market
- do not have the capacity to be a main provider.

Organisations that apply to this route cannot:

- deliver more than £500,000 of training per year
- deliver apprenticeship training directly to employers.
- If you plan to deliver less than £100k as a subcontractor then you are not required to apply

Interested in applying?

- will you be delivering apprenticeship training?
- have you been trading as a business for at least three months?
- have you been awarded an Ofsted grade 4 for your 'effectiveness of apprenticeship provision' within the last three years?
- have you been awarded an Ofsted grade 4 for your 'overall effectiveness' within the last three years?
- have you completed the financial health self assessment and scored at least a satisfactory?

Interested in applying?

- Familiarise yourself with the *Joining the Register of Apprenticeship Training Providers* – application instructions to learn more about our requirements
- registrations you need to undertake – UKRLP and Bravo
- on-line application route

Application overview

Register with UKRLP

To obtain a UKPRN to include on your application.

Register with ICO

Register with information commissioners Office (ICO) for education and training.

Register for an account on the bravo e-tendering portal

Read the registration guidance on our website.

Complete your application

Read *Joining the Register of Apprenticeship Training Providers* – application instructions to help you.

Ensure you sense check your application and upload the right information.

Application

Due diligence:

- we capture and verify your organisation details
- you self declare against our mandatory and discretionary exclusion criteria
- compliance questions.

Application

Financial health:

- upload a self-assessment toolkit
- some organisations exempt from submitting financial statements
- most organisations must populate the toolkit with their latest financial information and upload their latest financial statements
- organisations graded as satisfactory, good or outstanding will pass our financial health assessment.

Application

Capacity and capability to deliver that you should consider:

- how you will ensure safeguarding of apprentices
- the PREVENT strategy
- how equality and diversity is built into your processes and policies
- details of your apprenticeship training offer including the expertise of your staff and ability to meet the needs of an apprentice.

Common mistakes when making an application

Not reading our *Joining the Register of Apprenticeship Training Providers* – application instructions

Failing to upload financial statements if not exempt.

Not proof reading an application.

Not fully answering questions that require a written answer.

Not allowing enough time to complete an application.

Next steps

Be mindful of the deadline.

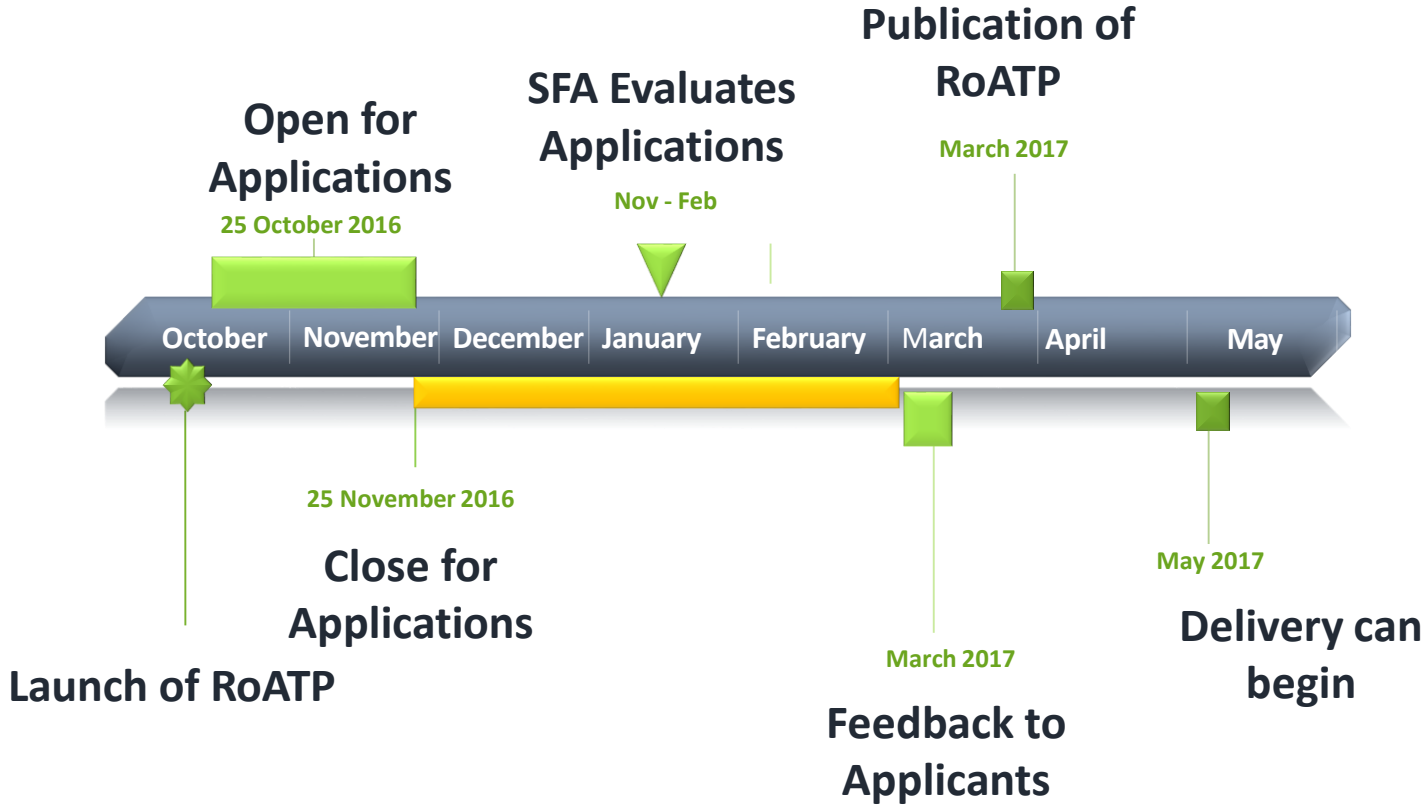
Sense check your application.

Check contact details on the e-tendering portal.

Digital apprenticeship service

- Main apprenticeship route:-
 - the [course directory portal](#)
 - review your information
 - visible to employers on the course directory portal.

RoATP Timeline



Procurement

The SFA is running a procurement ***to secure apprenticeship training*** for employers that will not use a digital account.

Organisations interested must:

- apply to the main RoATP application route
- complete the invitation to tender for the procurement

For those successful, contracts will begin on 01 May 2017 and end on 31 July 2018.

Procurement

For organisations interested in the procurement opportunity:

- ITT 30190 is available on e-tendering portal
 - Upload a specification questionnaire
 - Upload a funding and volumes spreadsheet
- Your RoATP application and invitation to tender must be submitted by 5.00pm on 25 November 2016.

Further information

- Register of apprenticeship training providers webpage
<https://www.gov.uk/government/collections/register-of-apprenticeship-training-providers>
- *Joining the Register of Apprenticeship Training Providers* – application instructions
- financial health self-assessment toolkit
- guidance to access the e-tendering portal and application questions
- information on the procurement is available on contracts finder