

Functional Skills Sub-Contracting

Purpose

Apprentices must have level 2 English and maths (functional skills) or achieve these prior to their End Point Assessment (EPA). Elite Training European Limited (Elite) sub-contracts the provision of these functional skills when providing apprenticeship standards.

The Department of Education (DfE) require training providers on the Register of Apprenticeship Training Providers (RoATP) to publish on their website:

- their rationale for subcontracting, which must enhance the learner offer quality.
- a breakdown of funding retained for quality assurance and oversight, and for administrative functions such as data returns.

Summary of Subcontracting Rationale

- Where apprentices don't already have their level 2 English and maths, or an exemption to not require these, Elite subcontracts this provision.
- This sub-contracting is to provide functional skills specialist expertise for mandatory qualifications, including resources and tutor support, in addition to the support Elite provides through coaching and in training sessions throughout apprenticeships.
- Following due diligence, Elite has sub-contracted to [The Learning Station. City and Guilds](#) award these qualifications.
- Delivery is 100% online, providing flexibility for apprentices and employers.
- Assessment is in North London, unless otherwise agreed, an easy commute for apprentices.
- Oversight is managed through monthly operational management reviews and an annual contract review.

Sub-Contracting Funding Breakdown

The DfE provide £471 funding per functional skill. This is spent as follows:

- Subcontracted functional skills online training, tutor and examination fee: £270
- Additional coaching Elite provides apprentices to achieve their level 2 English and maths: £160
- Progress monitoring, support and other administrative functions Elite provides to progress learning: £20
- Sub-contractor oversight and quality assurance Elite undertakes to ensure online training, tutor and examination meet requirements: £21