



The role of the employer in apprenticeships

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The employer plays an integral role in the apprenticeship journey and as such UEL will outline the key supporting responsibilities during our employer induction to ensure clarity and the best possible apprentice journey. The employer role includes (but is not limited to) the below:

Providing a contract of employment for the apprentice.	Assigning a mentor to support with the day to day 'buddying' and guidance of an apprentice.
Ensuring that the workplace is to a safe standard and the apprentice is in a role that fits the apprenticeship requirements (KSBs) Knowledge, Skills and Behaviours.	To keep UEL adrift of any changes within the work place and apprentice job role that may affect the delivery of the apprenticeship to the apprentice.
Ensuring the Training Plan is adhered to fully.	Ensuring that sufficient paid working time is allocated to the Off the Job Training element (as outlined in the Training Plan).
Having sight of, and allocated resources to ensure that the apprentice, employer (and/or) mentor attends the Tripartite Review at least every twelve weeks from start of the apprenticeship date.	