



consortium for learning

Half-Year Review Report

March 2010

Half-Year Review Report

March 2010



Introduction

This Half Year Review Report has been produced as a result of a team review of the progress made towards the activity and services delivered during the first half of the business year, from September 2009 to February 2010, against that planned within the business plan.

CfL launched its business plan for the period September 2009 to August 2010 to its members at the AGM in October 2009. This Business plan focused on the key activities and services that CfL planned to take forward during this period, which was based on consultation with members.

The Business Plan was divided into the following three sections:

- CfL Membership Services
- CfL Participation and Promotional Activity
- CfL Representation

Membership Services provided clarity for CfL members to identify exactly what services their membership subscription covered.

Participation and Promotional Activity related to the additional activity and services that CfL had developed and would take forward subject to the identification of associated funding to cover the costs.

Representation set out the strategic meetings, groups and fora at which CfL would represent the WBL network, locally, sub-regionally and regionally.

Our review of progress considered all of the activity and services we had committed to, the level of progress made and any areas for improvement or changes required.

A key improvement had resulted from the relocation of the organisation separate to Avant and restructure of the team, which had resulted in a much more focussed and responsive team better equipped to prioritise and respond to the demands of the organisation.

It has been recognised that CfL developed and delivered a number of services and activities unique to the Humber. Especially relevant here is the Apprenticeship Handbook, Apprenticeship Information and Advice Workshops and the Humber Apprentice Panel (HAP) all of which have been identified as areas for development outside of the Humber and interest shown from NAS and Network organisations beyond Yorkshire and the Humber.

In summary the review confirmed that CfL had made the expected progress against all of the activity and services planned to date. The breakdown of all of the activity and services undertaken is detailed in the following sections.

CfL Membership Services

Membership

Membership remained at 20 and all subscribing members are detailed on the table below.

| Member organisation name | 2008-09 | 2009-10 |
|-------------------------------------|---------|---------|
| A4E | ✓ | ✓ |
| Alcrest Academy | ✓ | ✓ |
| Bishop Burton College | ✓ | ✓ |
| <i>BAE Systems</i> | | |
| <i>Carillion Training</i> | | |
| Chamber Training | ✓ | ✓ |
| <i>Construction Skills</i> | | |
| CTS Training* | * | ✓ |
| East Riding College | ✓ | ✓ |
| East Riding Training Services | ✓ | ✓ |
| GIFHE | ✓ | ✓ |
| HETA | ✓ | ✓ |
| Hull Business Training Centre | ✓ | ✓ |
| Hull City Council Training | ✓ | ✓ |
| Hull College Group | ✓ | ✓ |
| HYA Training | ✓ | ✓ |
| JHP Training | ✓ | ✓ |
| <i>JTL</i> | | |
| Kaplan Financial | ✓ | ✓ |
| KM Training | | N/A |
| McArthur Dean Training | ✓ | ✓ |
| NLT Training | ✓ | x |
| North East Lincolnshire Council EDS | ✓ | ✓ |
| <i>North Lindsey College</i> | | |
| Positive Approach | ✓ | |
| Prospect Training Organisations | ✓ | ✓ |
| <i>Protocol Skills</i> | | |
| SouthBank Training | ✓ | ✓ |
| <i>VT Training</i> | | |
| Wilberforce College* | * | ✓ |
| YH Training | ✓ | |

*NOTE: New members delivering Apprenticeships in the Humber sub-region in 2009/2010

All members paid their subscription and completed the Members Protocol. Membership Certificates have been distributed to all subscribing members. One additional provider completed the Members Protocol but has not paid their subscription.

Compared to a list of Apprenticeship providers delivering in the Humber sub-region supplied by NAS, there are a large number of providers with which we have not had contact and are currently being followed up.

Network Meetings

Two Network Meetings were held in this period, including the AGM and Annual Event in October 2009. The AGM was well attended and followed by the Annual Event, at which members heard the latest developments from the LSC successor bodies – Skills Funding Agency (SFA) and Young Peoples Learning Agency (YPLA) together with an input from the NAS regional director Nick Wilson.

The first full Network Meeting was held at the Reeds Hotel on 3 February 2010 and was well attended. A very lively debate ensued amongst all members present and the team and a number of members commented how productive and enjoyable the meeting had been. Two more network meetings have been booked – 5 May and 4 August 2010.

CfL also facilitated an event with NAS Learner Services and Employer Services teams. The event enabled the local network to hear the latest developments from each side of NAS and explore key issues and concerns. Not particularly well attended generally, the Learner Services 'Myth-busting' session was much better attended than the employer services session in the afternoon. It was very noticeable that all of the local colleges had various representatives at both sessions, but many independent providers were absent.

In addition, CfL came together with Providers in Partnership (PiP – the WBL Network organisation in North Yorkshire) for a joint event in February 2010 updating our members on the latest developments impacting on the WBL sector. The event, held at a central venue for members from both organisations, was well attended and CfL Members noticeably outweighed PiP members. Feedback from the event was collected via the electronic survey mechanism 'Survey Monkey' and was very positive. All respondents confirmed that the topics covered were very relevant or relevant, that they would attend similar events in the future and rated the event 'Excellent' or 'Good' overall. The only area for improvement suggested related to the catering.

Equality and Diversity Network

Two Equality and Diversity Network meetings were held in the period, the first on 22 October 2009 and the second on 21 January 2010. Attendance at the meetings continued to improve, with increased members attending and participating, however, there is a need to review the E&D Network to ensure it has a clear focus and debates relevant issues for members.

At the meeting in January a key topic for discussion was LLDD and officers from three local authorities attended and shared information on the subject and arrangements going forward. One interesting fact emerged from the Hull data that one in four young people in secondary schools are identified as having a Special Educational Need (SEN), given the target of one in five young people going onto an Apprenticeship the network raised the need for the types of support required to enable these young people to progress. Two further meetings are booked – 22 April and 15 July 2010.

Health & Safety Network

Two Health and Safety Network meetings were held in the period, the first on 22 October 2009 and the second on 21 January 2010. This network is extremely well attended and popular with members.

At the extremely well attended meeting in January the key concerns for members related to safeguarding and the lack of clarity in relation to WBL. The LSC Health & Safety Adviser (Dave Grace) presented a view that was very different to that taken by Ofsted and experienced by members in their recent inspections. Clarity was again sought and it was identified that DCSF have currently engaged in developing safeguarding guidelines for WBL. This was supposed to be due out for consultation in February, however has not yet been located and confirmation continues to be sought.

The next two meetings have been scheduled for 22 April and 15 July 2010.

E2E Network

Members of the E2E Network had reviewed the frequency of meetings and agreed to change from bi-monthly to quarterly. Only one meeting had been held to date, as one had to be cancelled at the request of members due to an LSC funding/profiling tight deadline. Two further meetings are scheduled – 12 April and 19 July 2010.

The E2E Network has been expected to develop into a Foundation Learning Network when E2E transfers into this from September. The focus of the network and its membership will be on the developing Foundation Learning and the network needs to consider the issues as well as the opportunities this change will bring.

CfL Members Bulletin

Five electronic versions of the Members Bulletin were produced and distributed to all members via an email alert and then posted on the members section of the CfL website. The Bulletin has been redesigned with an improved, clearer format and content and feedback from members has been positive.

Alerts continue to be sent to the full local WBL network, with a reminder that access is restricted to CfL members only.

Members Intranet Section

The members intranet has been redesigned and better utilised for the distribution of information to members. Improvements continue to be sought and the hosting and administration of the section are being reviewed.

Resources

There has been no additional access to any resources during this period, however a small number of physical access resources are on long-term loan to members. A further review of the actual resources, ease of loan and benefits to members is due.

Newsletter

The first of the two newsletters has been produced and is due for distribution. With the relocation, restructure and renewed focus of CfL we decided to re-launch the newsletter. A new name and format has been developed and the Newsletter has been produced as a 12-page, A5 magazine, providing an overview of CfL, who we are and what we do, an update on some of our members activities and successes. The newsletter, as usual will be distributed to all members, providers, schools, local authorities, connexions centres and other partner organisations and stakeholders across the Humber sub-region. An evaluation form has been included with the first edition of this new newsletter.

Website

The CfL website has been overhauled, with information and updates added and more frequent updating. Monitoring of hits and access still needs to be improved and we need to ensure the latest information is updated on a monthly basis.

A meeting was held recently with the WBL Network organisation in Derbyshire who made contact after viewing our website and was very impressed with both the website and the range of activity CfL undertakes. They were especially impressed with the services and communication with members and the school engagement activities (notably the Apprenticeship Handbook and the Apprenticeship Information and Advice Workshops).

Member Visits

The member visits undertaken went extremely well, with 15 out of the 20 members visits. The visits were popular and useful for both CfL and members to have an open discussion. We have agreed to repeat the visits on an annual basis, but will book out a block of time early in the next business plan year.

Visits and discussions with non-members are being planned.

CfL Participation and Promotional Activity

Apprenticeship and E2E Handbook

The Handbook for 2010/11 will be the sixth that CfL have produced and will continue in the now familiar A5 format. Research and development has commenced, a provision template distributed to providers, quotes obtained and costs to providers calculated and communicated. Additional advertising space has been costed into this year's handbook design to enable more providers the opportunity to advertise, which proved very popular last year.

Advanced Apprenticeship Graduation Ceremony

The 2009 ceremony, which took place on Friday 23 October recognised and celebrated the achievements of 152 Advanced Apprentices. Feedback from Apprentices, parents, providers and employers was extremely positive, one member quoted that it was the best ceremony to date. Clare Bonson from the National Apprenticeship Service thought the ceremony was a fantastic event to celebrate and recognise Humber Apprenticeships.

The date for the 2010 ceremony has been provisionally arranged for Friday 22 October 2010 and the plan for this is being developed based on the evaluation of 2009. One area identified for improvement is Apprentice pre-booking and an electronic vehicle, 'Event Elephant' is being explored.

Sponsorship letters, including a 'Sponsorship Opportunities' leaflet will be developed and distributed before the end of March. Costs to participating providers have been reviewed and communicated.

Apprenticeship Information and Advice Workshops

As at the end of February 2010, a total of 189 workshops had been delivered across 38 schools in the three local authority areas. Workshops had been delivered to a total of 6,046 pupils (867 Year 9 and 5170 Year 11). A further 33 workshops should have been delivered to date, but had been cancelled by the schools.

Evaluation questionnaires were issued to a cross section of pupils participating in the workshop. A total of 1297 completed questionnaires have been returned to date. Information obtained from pupils that participated in the 'Apprenticeship Information and Advice workshops' confirmed that 97% of pupils confirmed that the workshop increased their understanding of Apprenticeships and that 38% were considering Apprenticeships as their preferred option for continuing in learning post-16.

A full analysis of Apprenticeship Information and Advice Workshops delivered (including delivery by Local Authority area, School and Year Group) is included in the attached *APPENDIX 1 – Apprenticeship Information and Advice Workshops Interim Evaluation Report*.

The National Apprenticeship Service has been particularly impressed with the workshops and had recommended that the model should be developed across Yorkshire and the Humber. A proposal was submitted to NAS by CfL to deliver 'Masterclasses' to WYLP and YTP (West and South Yorkshire Network organisations) enabling them to develop the workshops in their areas. For North Yorkshire, CfL developed a proposal to tailor the workshops for that area and explore delivery by CfL. NAS has approved both the proposal for Masterclasses and our approach for North Yorkshire and funding agreed. Funding by NAS for WYLP and YTP is still being confirmed, which will inform our delivery to them.

We have expressed that the workshop delivery is subject to funding and will require both the development of appropriate resources (materials and staff), knowledge of local Apprenticeship Provision and data in relation to numbers of schools and cohort sizes to determine costings to present to local authorities in each area. This will be taken forward through the funding by CfL in North Yorkshire and will only be delivered from September subject to North Yorkshire and York local authorities agreeing to fund delivery.

One of the key resources utilised by CfL in the workshops is the Apprenticeship Handbook, which has not been developed in the other three areas. Development of the handbook will be explored by CfL across the North Yorkshire providers as part of our plan and will be included in the Masterclasses for the other two networks.

Hull Business Administration and Finance (BAF) Diploma

CfL's involvement with this diploma has continued this academic year. Only two WBL providers are involved (Hull Business Training Centre and HYA Training) with their involvement restricted to delivery of one unit each at level 2. Hull College are delivering the majority of the diplomas at both levels 2 and 3 and Wyke College for Level 3. It is being explored for CfL to cease involvement from the next phase and will likely hand this over to Hull College to manage from September 2010.

Humber Apprentice Panel (HAP)

The HAP Website and forum has been overhauled and further developed and hosting of the site switched. Funding from NIACE was accessed to make these improvements.

Four meetings of the panel have taken place, the most recent with the National Union of Students to explore Apprenticeship eligibility for NUS discounts. Additionally, three awareness sessions were delivered by HAP to Apprenticeship provider staff and Apprentices, to raise awareness of HAP and the online forum.

The latest development, which aims to increase access by Apprentices in the website and on line forum, is 'HAP-TXT' a text facility enabling questions to the panel to be sent via text. This development has been undertaken as a result of LSIS funding.

HAP has extended its influence beyond the local area. WBL providers from the North West have been so impressed with the concept that they are setting up the Lancashire Apprentice Panel (LAP).

Progression from Apprenticeships

This project is now only funded through Aimhigher Humber (with the demise of YHELLN their funding transferred over to Aimhigher). The following three CfL members are now involved in the project:

- A4E
- Hull Training
- HETA

IAG sessions have been held and resources produced this period. The opportunities for WBL provider staff CPD have been undersubscribed and a further prompt is due to be sent.

Marketing

No specific marketing activity has been undertaken to date, information from local publications has been forwarded to providers as appropriate.

CfL has continued to have an insert in the Hull Business Support Handbook, which is distributed to all Hull businesses.

CfL Representation

Following is a list of the fora, groups and partnerships CfL is represented at and the numbers of meetings of each attended over the period September 2009 to February 2010.

| Location | Group Title | Attendance |
|--|--|---|
| Humber sub-region | Aimhigher Steering Group Humber Employer Engagement | Minutes received; 0 meetings; |
| Total attendance | | 0 meeting |
| East Riding of Yorkshire | 14-19 Strategy 14-19 Action Group Economic Well Being EBP forum IAG Group meetings Local Area Partnerships (LAP) x5 14-19 Annual Event 16 – 19 Commissioning event Quality Assurance review Foundation Learning Opportunities Fair East Riding Learning & Skills Advisory Group | 2 meetings; 1 meeting; 2 meetings; 1 meeting; 1 meeting; 1 meeting; 1 attended; 1 attended; 1 meeting; 1 meeting; 1 attended; 1 meeting; |
| Total attendance | | 14 meetings |
| Hull | 14-19 Partnership 14-19 Executive Curriculum Strategic Management Steering Group Economic Well Being Employment and Training EBP forum Foundation Learning IAG Group IAG working group Hull Learner Zone Annual Event attended City Vision event Options & Beyond event planning Opportunities Fair | 2 meetings; 5 meetings; 2 meetings; 1 meeting; 3 meetings Minutes received; 2 meetings; 1 meeting; 3 meetings; Minutes received; 1 meeting; 1 meeting; 7 meetings; 1 attended; |
| Total attendance | | 29 meetings |
| North East Lincolnshire | 14-19 Partnership Curriculum Planning Group EBP Forum Foundation Learning Group IAG Group NEET Group | 2 meetings; 0 meeting; 1 meeting; 0 Meetings; 1 meeting; 1 meeting; |
| Total attendance | | 5 meetings |
| North Lincolnshire | 11-19 Partnership NEET Partnership IAG Strategy Foundation Learning 14-19 Curriculum | 0 meetings; 2 meetings; 1 meeting; 1 meeting; 1 meeting; |
| Total attendance | | 5 meetings |
| North bank (ER & Hull combined) | Area Prospectus / CAP Board Area Prospectus Working Group Safeguarding | 0 meetings; 1 meeting; 3 meetings; |
| Total attendance | | 4 meetings |

| Location | Group Title | Attendance |
|---|---|---|
| South bank (N & NEL combined) | Area Prospectus / CAP Management Group Area Prospectus Technical Group LINCS 2 Pathways | 3 meetings; 0 meetings; 1 meeting; |
| Total attendance | | 4 meetings |
| Regional / National | ALP Networks Meeting LLUK Focus Group Provider Train Steering Group Regional Planning Provider Group Regional WBL Network Executives Regional WBL Network (LSC/NAS/YPLA) SFA Briefing YPLA Briefings (one in each SRG) | 1 meeting; 1 meeting; 2 meetings; 2 meetings; 2 meetings; 2 meetings; 1 meeting; 2 meetings; |
| Total attendance | | 13 meetings |
| Total of all representative meetings attended in the period: | | 74 |

Minutes and information from these meetings have been uploaded to the members intranet as available.

In addition to the meetings outlined above, the following other representative activity was taken forward in the period:

- Emails were sent to the Chairs and officers of all four local Safeguarding Children Boards, introducing them to CfL and its members. No response has been received to date, a follow-up email will be sent next month.
- An email was sent to ALP in response to their National Commissioning Framework consultation, highlighting the concerns regarding 14-16 commissioning, funding and quality assurance.
- A review of the National Commissioning Framework has been undertaken, which was discussed with members at the Network Meeting on 3 February and a response submitted in line with the consultation requirements.
- Following submission of the PQQ for the NAS Diversity in Apprenticeship Service, CfL was successful in being invited to tender. A meeting was called with interested members and a collaborative proposal submitted. Confirmation of successful and unsuccessful tenders is due in early April.

APPENDIX 1



consortium for learning

‘Apprenticeship Information and Advice workshop’

Interim Evaluation Report

**2009-2010
(March 2010)**

1. Introduction

Consortium for Learning (CfL) was created in May 2002 to provide representation and support to the local network of Learning and Skills Council (LSC) funded Work Based Learning (WBL) Providers in the Humber sub-region, with the aim of raising the profile and increasing participation in WBL including Apprenticeships and Entry to Employment (E2E). CfL became a charity in October 2008 adopting the following charitable objectives:

- Improve access to and participation in Work Based Learning by people in the Humber sub-region, particularly young people.
- Raise the profile of Work Based Learning, by working with schools and other influencers to increase awareness of this learning route.
- Act as a representative and resource for Work Based Learning Providers, promote good practice aiming to increase employer involvement to widen access.

A key service developed by CfL is the promotion of Apprenticeships to young people in secondary schools across the Humber sub-region, specifically targeting Years 9, 10 and 11 through the 'Apprenticeship Information and Advice workshop', a comprehensive information and advice session.

CfL began this activity with secondary schools in 2003 which was supported by the LSC through the Local Intervention Development (LID) funding and developed and improved each year of its delivery. Funding for this activity through the LSC ceased in March 2008, but using CfL's funding reserves and support from Hull City Council, the activity was able to maintain momentum for the 2008/09 academic year, with this being the most successful yet. The 'Apprenticeship Information and Advice workshops' are delivered over a single lesson with a maximum of 60 pupils and includes interactive elements. CfL provides impartial representation of all of the providers that deliver Apprenticeships in the Humber sub-region with comprehensive information and advice delivered through the workshop. The workshop also introduces Entry to Employment (E2E) for pupils that may not be able to immediately start an Apprenticeship.

CfL also engaged in complementary activity with schools, which included Careers Events, Keystage 4 Options evenings and Parents Evenings at which a stand and marketing materials were used to provide information and advice to young people and parents/carers and promote the Apprenticeship route.

In addition to the 'Apprenticeship Information and Advice workshops', other activity has been carried out with schools which have included;

- A 'Teachers Guide to Apprenticeships' which was developed by CfL in 2007. This guide provides support and guidance on Apprenticeship framework for teachers and IAG advisors.
- The production of an annual Apprenticeship and Entry to Employment (E2E) Handbook, developed by CfL to support the promotion of Apprenticeships. This handbook is distributed to all secondary schools, Connexions centres and WBL Providers across the Humber sub- region.

- Success Boards developed in 2008 from case studies of local young people engaged in Apprenticeships. These boards were distributed to 91% of the secondary schools and all the Connexions centres in the Humber sub-region to showcase real examples of local Apprentices who are or have succeeded.

Without the commitment of funding, CfL would not be able to continue to deliver the 'Apprenticeship Information and Advice workshop' service. CfL approached all four local authorities in the Humber early in 2009 to support the new governments drive for Apprenticeship growth. Funding for this activity in the academic year 2009/10 has been made available through the three of the four Local Authorities; in Hull and North East Lincolnshire for Years 9 and 11 and the East Riding of Yorkshire for Year 11. North Lincolnshire Local Authority has not funded any activity for the academic year 2009/10 although one school has funded a Year 11 session directly with CfL.

This interim evaluation report provides information on the 'Apprenticeship Information and Advice workshop' delivery in the current academic year during the period September 2009 to February 2010.

2. Aims & Objectives

The aims and objectives of CfL's 'Apprenticeship Information and Advice workshops' are as follows:

Aims

- To give young people an Introduction to Apprenticeships
- To raise awareness of Apprenticeships

Objectives

- Young People will be able to answer questions on Apprenticeships through discussion and activities
- Young People, parents/carers and teachers will be able to identify the benefits of Apprenticeships
- Young People will be able to display understanding of the Apprenticeship Framework

3. 'Apprenticeship Information and Advice workshops' & Events

In order to meet the impartial information, advice and guidance statutory requirements, the workshops are intended to be delivered in a staged approach across Years 9, 10 and 11 with each year group having a different focus yet remaining interactive. The workshop is more effective if delivered interactively and delivered as a full lesson to allow for questions and group work. Each workshop aims to raise awareness of Apprenticeships and provide parity of esteem against all other options. Each workshop plan is delivered impartially and not focusing on any particular occupational area or Apprenticeship provider.

Delivered as a three stage approach the workshops will cover the necessary information at the necessary points during the pupil's stage of their curriculum.

The Year 9 workshop is centred on the progression onto an Apprenticeship through pupil's option choices, ideally through the Young Apprenticeships as a Key Stage 4 route, but also explaining how progression from Diplomas or general qualifications to an Apprenticeship is also possible.

The Year 10 workshop focuses on Apprenticeships and the components that make up the framework, occupational areas and progression routes into Higher Education.

The Year 11 workshop will briefly recap points from the visit in Year 10 with any updates in information. However more time is spent looking at the application procedure using the area prospectus and the Apprenticeship Vacancies System. This is supported with illustrations of what not to do on the application form, examples of spelling errors and email addresses using real samples from the previous Year 11 pupils.

Where this three staged approach has not been funded, the workshops have been tailored to the requirements of the number of stages funded, for example if two stages have been funded (Year 9 and 11), Year 9 is delivered in the same manner, but the elements from the Year 10 and 11 workshops are amalgamated in to one session for Year 11. However this does create issues with the amount of information to be delivered in the allotted lesson time.

The 'Apprenticeship Information and Advice workshop' is based on a lesson plan, a copy of the one stage version is included at Annex 1. Annex 2 provides a copy of the presentation utilised during this one stage workshop.

Evaluation to ensure continued quality, improvement and understanding is an important part of the workshop. Questions on this also support the pupil's destination plans, which in turn can support local Apprenticeship planning and funding allocations. Annex 3 provides a copy of the evaluation.

Across the Humber a total of 189 workshops have been delivered to date (February 2010), 160 to Year 11 pupils with 29 workshops to Year 9, giving access to over 6000 pupils. In addition, young people and parents have been engaged during 15 Career Events and Parents Evenings promoting the Apprenticeship route.

The following tables provides details of the numbers of workshops delivered, schools engaged and number of pupils engaged by local authority area up to the end of February 2010.

| Area | No. of Schools Funded | No. of Schools Engaged | Workshops | | | | | |
|--------------------------|-----------------------|------------------------|------------|-----------|-----------|------------|------------|-----------|
| | | | Year 9 | | | Year 11 | | |
| | | | Target | Actual | % | Target | Actual | % |
| Hull | 14 | 14 | 98 | 29 | 30 | 98 | 83 | 85 |
| East Riding of Yorkshire | 18 | 17 | 0 | 0 | 0 | 137 | 51 | 37 |
| North East Lincolnshire | 8 | 6 | 56 | 0 | 0 | 56 | 25 | 45 |
| North Lincolnshire | 0 | 1 | 0 | 0 | 0 | 0 | 1 | - |
| TOTAL | 40 | 38 | 154 | 29 | 19 | 291 | 160 | 55 |

| Area | Total Pupils | Pupils Engaged | |
|--------------------------|--------------|----------------|-------------|
| | | Year 9 | Year 11 |
| Hull | 3144 | 867 | 2277 |
| East Riding of Yorkshire | 2040 | 0 | 2040 |
| North East Lincolnshire | 817 | 0 | 817 |
| North Lincolnshire | 45 | 0 | 45 |
| TOTAL | 6046 | 867 | 5179 |

Hull

In Hull, CfL have been commissioned to deliver workshops to Year 9 and Year 11. Thirteen schools have now had at least one workshop delivered to Year 11 pupils, one schools delivery was during an assembly which lasted 15 minutes delivered to the whole of the year group. Four schools have workshops delivered to their Year 9 and a further one is currently arranging dates. Three schools have booked Year 10 sessions rather than Year 9 as they felt it was more beneficial for their pupils and it integrated in to their CEG and work experience programme. The remaining schools have yet to book either Year 9 or 10 workshops and further work is being undertaken to rectify this.

To date a total of eighteen workshops have been cancelled by schools, ten with Year 11 and eight with Year 9. Five workshops were cancelled on arrival at the school and a further two only giving twenty-four hours notice. These were due to a range of reasons including the wrong dates booked by school, school forgot CfL was booked, pupils in mock exams and Ofsted inspections.

Annex 4 provides a comprehensive breakdown of the workshops delivered and planned before the end of the academic year in Hull.

East Riding of Yorkshire

In the East Riding, CfL has been commissioned to deliver workshops to Year 11 only. Eighteen schools have now had at least one workshop delivered to Year 11 pupils. Seven schools will be having Year 10 workshops delivered, due to the late notification of funding from the Local Authority to CfL, with some schools reporting that as they had not been able to confirm the booking with CfL earlier they had allocated those slots to other agencies. Three of those schools have had workshops delivered to Year 11 focus groups as they were able to free one lesson for a CfL workshop and they have previously had a Year 10 workshop delivered in a previous academic year. One school has only given CfL access to 23 pupils from a cohort of 280 as they said they do not have any other appropriate lessons CfL can attend and another has refused access to their Year 10 pupils as CfL cannot support their Business Enterprise Event due to delivering sessions in other East Riding Schools.

To date a total of ten Year 11 workshops have been cancelled by schools. One workshop was cancelled on arrival and a further three giving only twenty-four hours notice. These were due to the school booking the wrong date for the workshop and the workshop conflicting with another event that the pupils were required to attend.

Annex 4 provides a comprehensive breakdown of the workshops delivered and planned before the end of the academic year in Hull.

North East Lincolnshire

In North East Lincolnshire, CfL have been commissioned to deliver workshops to Year 9 and Year 11. The Local Authority chose not to fund the academies therefore separate discussions need to take place with these institutions. Six schools have engaged with Year 11 workshops with delivery almost complete. CfL was only notified in January 2010 that additional funding had been secured to deliver with Year 9. Currently two schools have booked delivery time with a further two looking at availability. Two schools consider it to be more appropriate for delivery to take place with Year 10 rather than Year 9. They feel it would be a greater benefit for their pupils and it integrates in to their CEG and work experience programme. Two remaining schools have not engaged in any activity even though numerous phone calls have been made and emails sent.

To date a total of five Year 11 workshops have been cancelled by schools. Two workshops were cancelled on arrival and three gave forty-eight hours notice. This was due to a school forgetting CfL was booked, adverse weather had disrupted the day therefore pupils and teachers had not arrived and late notification of pupils attending mock exams.

Annex 4 provides a comprehensive breakdown of the workshops delivered and planned before the end of the academic year in Hull.

North Lincolnshire

The Local Authority has not funded any activity to take place with schools. One school funded CfL directly to deliver the workshop to a focus group of Year 11 pupils. These pupils had received delivery of the full workshop in Year 10 during the academic year 2008/09

Annex 4 provides a comprehensive breakdown of the workshops delivered and planned before the end of the academic year for the Humber and by each local authority area.

3.1 'Apprenticeship Information and Advice workshops' Evaluation

An evaluation of the workshop is on going with pupils to measure the impact and to inform of any improvements that may be required. The activity will be evaluated with schools at the end of delivery for 2009/10 and the finding will be included in the Final report due for publication in August 2010.

3.1.1 Evaluation by pupils

Evaluation questionnaires were issued to a cross section of pupils participating in the workshop. A total of 1297 completed questionnaires have been returned to date.

Information obtained from pupils that participated in the 'Apprenticeship Information and Advice workshops' confirmed that 38% were considering Apprenticeships as their preferred option for continuing in learning post-16.

97% of pupils confirmed that the workshop has increased their understanding of Apprenticeships

90% confirmed that the workshop provided them with the opportunity to participate.

97% confirmed that the advisor explained things clearly

93% confirmed that the amount of information given was "Just Right"

97% confirmed that the advisor had a good knowledge of Apprenticeships
Comments made by pupils included

- Information was just enough to convince me
- I didn't get confused and now I know about what they are
- It showed me that some job need certain grades and you need experience
- looked presentable and helped me understand Apprenticeships
- Open my opportunities as I'd never thought about it
- The man was fun and understanding but he focused about what he was telling us
- Gave us a chance to join in and knew a lot about it
- Learnt a lot gives me a good understanding of what an Apprenticeship is
- Told us the truth and what to expect
- I cannot wait to leave school and start an Apprenticeship

Annex 5 provides a comprehensive breakdown of preferred post-16 options.

3.1.2 Evaluation by schools

An evaluation of the workshop will be carried out with schools to measure its impact and to inform of any improvements that may be required. The data will be included in the final evaluation.

However one form tutor wanted to feedback on the day of the workshop and their comments were captured on a pupil evaluation form:

- Almost all pupils across the whole ten sessions listened with interest and were keen to know more. Keeping the presentation short and intense worked really well. Excellent subject knowledge and enthusiastic presentation.

3.2 Summary and Recommendations

Overall feedback on the workshop has been very positive from both schools and pupils. The evaluation has confirmed that the workshops make a valuable contribution to the school CEG programme and therefore should continue.

The sessions that were delivered in single class sizes as opposed to larger groups had a greater success in engaging all of the pupils with the interactive activities.

The Year 9 workshop has required additional planning due to the diverse range of ability and in some instances lack of economic awareness. For example, when discussing Apprenticeship pay, some pupils cannot comprehend how much £95 is and what it will purchase.

The one stage approach only is proving difficult to cover the breadth of information needed including what Apprenticeships are, how to apply and some of the do's and don'ts in applications and interviews with employers. It is recommended that the group are visited more than once in order to cover all this information and ensure that this is effective or deliver a two or three stage process to ensure that all the necessary information is covered.

Without the commitment of funding, CfL will not be able to continue the service beyond the end of this current academic year.