



## Funding Rules 2015 to 2016 Version 2 Addendum 2

### Introduction

1. This document sets out an amendment to Funding Rules 2015 to 2016 Version 2.
2. The amendment forms part of the terms and conditions of the funding agreements and the Advanced Learning Loans Facility Conditions between the Secretary of State for Business, Innovation and Skills acting through the Skills Funding Agency (SFA) and all providers of education and training who receive funding from the SFA or an Advanced Learning Loan (Loan) Facility.
3. The amendment changes the funding rules on English and maths in apprenticeships.
4. We will apply the change to the funding rules from **1 August 2015**.

### Amendment

Paragraph reference	Text
<b>Section 2 - The Adult Skills Budget including Apprenticeships</b>	
<b>Apprenticeships - English and maths</b>	
<b>New paragraph inserted above current paragraph 305</b>	<p>Where an apprentice has achieved a level 2 qualification in English or maths, before starting an apprenticeship which specifies this level of qualification, irrespective of when this was achieved, we would not expect further funded learning in English or maths to achieve their apprenticeship framework. However, if the following conditions apply you can offer further learning to meet the level of skills needed to achieve their framework if they are assessed at below level 2.</p> <p>a. You must:</p> <ul style="list-style-type: none"> <li>– carry out an initial assessment of the English and maths qualifications to determine whether or not an apprentice needs to repeat either English and/or maths qualifications to support them in achieving their apprenticeship</li> <li>– use this assessment to inform and structure an apprentice’s learning agreement as a basis for a</li> </ul>

	<p>programme of study</p> <ul style="list-style-type: none"><li>– ensure that apprentices are only enrolled on qualifications that are necessary for them to achieve their apprenticeship</li><li>– deliver ongoing assessment</li><li>– record all outcomes in the learning agreement and retain these as evidence for the funding claimed</li></ul> <p>b. You must use up-to-date assessment tools that are based on the National Literacy and Numeracy Standards and core curriculum. The tools must:</p> <ul style="list-style-type: none"><li>– place an apprentice’s current skills levels within the National Qualifications Framework (NQF)/QCF levels</li><li>– be administered by suitably qualified individuals including, for the diagnostic assessment, a practitioner who will structure the learner’s programme of study</li></ul> <p>c. This further learning must be one of the qualifications that are listed in the framework document for the apprenticeship being followed.</p> <p>d. You can only claim funding where the additional English and maths learning is needed and not just the assessment.</p>
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