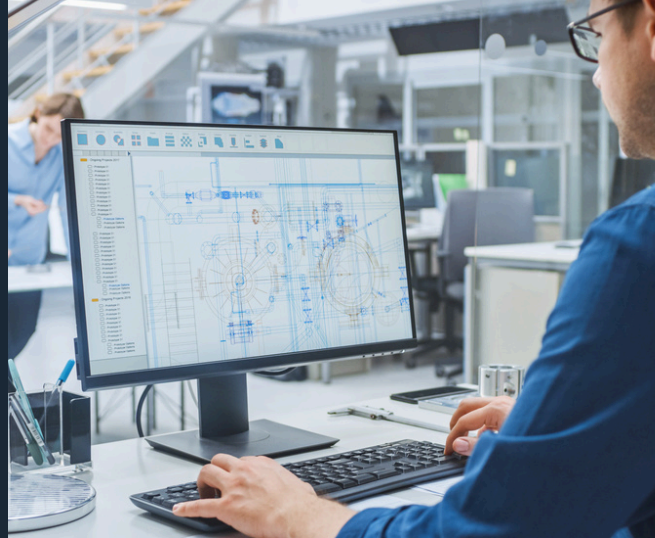




APPRENTICESHIP GUIDE

Engineering Operative | Installation and Maintenance Electrician
Lean Manufacturing | Engineering Design Technician
Mechatronics Maintenance Technician | Metal Fabricator
Engineering Maintenance Technician | Engineering Fitter
Leadership & Management Units



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INTRODUCTION

Alliance Learning based in Horwich, Bolton, has been delivering Apprenticeships since 1966, so you can be assured that you are in very safe hands. We understand that deciding what to do after school can be difficult, so we have created this handy guide to help you choose the right career.

This guide contains information on the different types of Apprenticeships that we offer. With our help, you can kick-start your future career and have the opportunity to excel in your chosen occupation.

An Apprenticeship not only enables you to gain a qualification but also allows you to earn a wage at the same time. For many of our past apprentices, their training and qualifications have enabled them to complete degrees, progress into more senior roles, and in some cases, start their own businesses.

If you would like more information, advice or guidance on any of our Apprenticeships then please call a member of our recruitment team on **01204 677888** or email **info@alliancelearning.co.uk**.

Alternatively, visit our website for more information, including case studies, blogs and to find out when our next Apprenticeship Open Evening will be held.



APPRENTICESHIPS

WHAT ARE THEY?

Apprenticeships give you the opportunity to work for a real employer, earn a salary, gain qualifications, obtain valuable skills and experience for the workplace and beyond.

Many people view apprenticeships as a great alternative to higher education. As your work develops, you can pursue a range of degree apprenticeships.

Our Apprenticeships contain the following components:

Knowledge, Skills and Behaviours

Over the course of your Apprenticeship, you will develop knowledge, skills and behaviours. These will be gained through a combination of off-the-job training and practical experience in your workplace. This is a key component of the Apprenticeship and you will need to demonstrate that you have all the required knowledge, skills and behaviours to qualify in your chosen Apprenticeship occupation.

Knowledge

This is the information, technical detail and 'know-how' that you need to have and understand to successfully carry out the duties that make up the apprentice's pathway.

Skills

This is the practical application of the knowledge needed to successfully undertake the duties that make up the occupation. These are learnt through on and off-the-job training and experience.

Behaviours

Behaviours are mind-sets, attitudes or approaches required for competence, generally across the entire occupation. Whilst these can be innate or instinctive, they can also be learnt, so they are effectively a subset of skills. Examples of some behaviours include teamwork, adaptability, and professionalism.

End Point Assessments

All apprentices must take an independent assessment at the end of their training to confirm that they have achieved occupational competence. Rigorous, robust and independent end-point assessment (EPA) is essential to give employers confidence that apprentices can actually perform in the occupation in which they have been trained and can demonstrate the duties, and knowledge, skills and behaviours (KSBs) set out in the occupational standard. The EPA can take a wide range of forms – it can include assessment methods such as an observation in the workplace, practical and written tests, portfolio of written jobs and interviews. It must include a minimum of two distinct assessment methods.

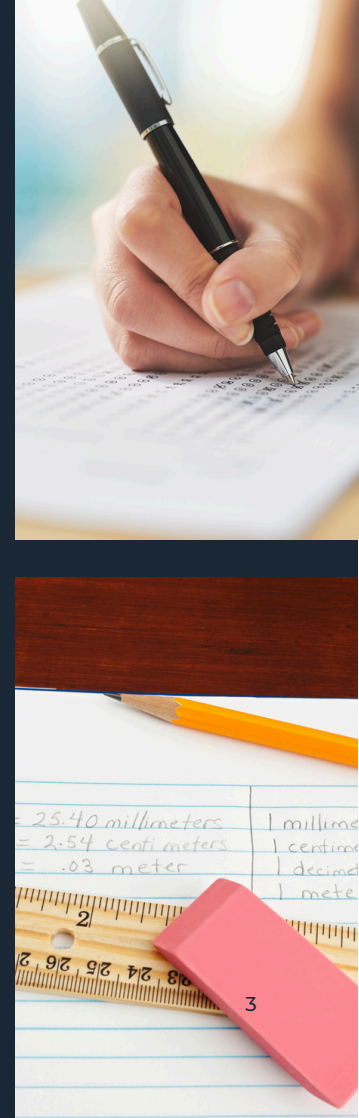
Functional Skills

All Apprenticeships include English & maths and we will provide further development in these work-related skills. You will complete an initial and diagnostic assessment of your English & maths skills during our induction process, to inform us of areas for development.

If you have already achieved qualifications in English and maths at Level 2 (A-C) or GCSE'S (4-9), you will be exempt from completing Functional Skills as part of your Apprenticeship.

If this is the case, our maths and English tutors will continue to work with you to develop your use of English & maths in the workplace, so that you can develop these skills to a higher level.

If you haven't already achieved qualifications at Level 2 or above, and are aged 16-18, you will have to complete a Functional Skills qualification alongside your Apprenticeship to enable you to complete your EPA. Where as apprentices aged 19+ now have the option to opt out of maths and English.



WHAT ARE THE ENTRY REQUIREMENTS TO DO AN APPRENTICESHIP?

To ensure that an Apprenticeship is the right choice for you, you will undertake a variety of assessments including English and maths, along with a detailed discussion with our skilled Work Based Tutors.

To identify your starting points, we will assess your prior knowledge, skills and behaviours that are relevant to the Apprenticeship standard and any previous qualifications you may have. Through discussions with yourself, our Specialist Tutors, and your potential employer, we will develop an individualised learning plan to identify your learning and training needs and how we will work together with the employer to achieve the Apprenticeship.

The only formal entry requirements to enrol onto one of our Apprenticeships are that you are aged 16+ and not in full time education. Some employers will ask for maths and English GCSE A-C or 9-4 but other employers are keen to hire an enthusiastic learner who is willing to work hard and learn.

Please note previous qualifications and knowledge will also be assessed to determine Apprenticeship eligibility.

How long will I be studying?

An Apprenticeship can take between 12 months to 4 years to complete, depending on the level and Apprenticeship undertaken.



THE BENEFITS OF DOING AN APPRENTICESHIP

Earn and Learn

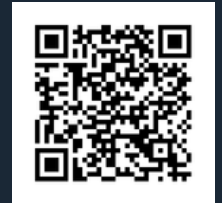
If you want to get ahead in your chosen career, you will need to gain high quality skills, but you don't need to sit in a classroom every day to get them.

An Apprenticeship is a real job with training, so you can earn while you learn and gain recognised qualifications as you go. Apprenticeships can be started as soon as you have completed school, aged 16.

Apprentices receive at least the minimum Apprenticeship wage. To check out the current wage rates, you can visit the Government website or scan the QR code.

Nearly all Apprentices feel that they acquire or **improve their skills** as a direct result of their Apprenticeship

Higher Apprentices could earn **£150,000 more** on average over their lifetime compared to those with Level 3 vocational qualifications



Over 90% of Apprentices currently go into work or further training

89% of Apprentices are satisfied with their Apprenticeship; **97% of Apprentices** said their ability to do the job had improved, and **92% of Apprentices** said their career prospects had improved

WHY CHOOSE ALLIANCE LEARNING?

- We have been delivering Apprenticeships since 1966
- We are an Ofsted rated 'Good' provider
- We have high achievement rates across all occupational areas
- We hold the 'matrix' Accreditation and the Code of Practice for Valuing People through Diversity and Inclusion
- We hold the Disability Confident Leader award
- We are committed to investing in our facilities and resources to continually enhance learning
- We currently have approximately 350 apprentices in learning every year
- We will work with you to help find a suitable employer in your chosen field
- We deal with some of the largest employers in the North West
- We celebrate every achievement on our social media platforms
- We celebrate learner achievements through annual award evenings and 'Learner of the Month'
- You will always receive a warm and friendly welcome from staff at Alliance Learning
- You will be eligible to apply for the TOTUM Apprentice discount card and 'Our Pass' bus pass whilst training with us
- Our staff have worked in the occupational areas we deliver for many years and are experts in their field. They are passionate about what they do and work hard to provide an enjoyable learning experience for all
- We are part of the University of Greater Manchester Group, which means you could potentially continue your studies up to degree level



COMPANY VALUES

01

Integrity

We act with honesty, fairness and accountability, building trust through respect, transparency and professionalism.

02

Collaboration

We collaborate across our organisation and with external partners, sharing knowledge and expertise to build strong relationships and achieve success for our colleagues, learners, customers and community.

03

Resilience

We embrace challenges, adapt to change and continually improve, creating a culture that champions wellbeing, safeguarding and inclusion.

04

Inspire

We inspire growth, celebrate success and empower others to achieve their full potential, leading by example and acting as positive role models.

05

Impact

We make a positive difference by creating opportunities, delivering outcomes and supporting the success of our learners, colleagues and communities.

COMPANY VISION

Our aspiration is to be one of the leading training providers in Greater Manchester; responding to local employer needs for education and training swiftly and professionally. This will be balanced with a wider network of commercial developments to meet employer need.

Our focus is on our people and stakeholders. Delivery will be inclusive, innovative and inspiring to ensure all learners and customers reach their full potential and provide a quality return on investment for employers.

MISSION STATEMENT

Our Mission Statement to help achieve this vision is 'Success through Learning'.





APPRENTICESHIPS WE OFFER

Engineering

- Engineering Operative
- Engineering Fitter
- Lean Manufacturing
- Mechatronics Maintenance Technician
- Metal Fabricator
- Engineering Maintenance Technician
- Engineering Design Technician
- Installation Electrical Maintenance Technician

Leadership Academy

Leadership and Management units are available.



OUR FACILITIES

We continue to invest in our facilities each year to ensure we can provide the highest quality environment for all our learners.

- Fully equipped learning zones
- Fabrication and Welding, Mechanical and Electrical workshops with specialist tools and equipment
- 3D printers
- Specialised tutors and assessors with industry experience, who will guide you through your Apprenticeship
- Student Support – dedicated members of staff are available to offer information, advice and guidance on a wide range of issues. If they can't help you, they will direct you to someone who can, whether that be another organisation or individual
- Safeguarding team
- Additional Learning Support
- Free Wi-Fi
- OneFile ePortfolio
- Disabled facilities
- Toilets for All
- Lockers
- Careers Advisor
- Free Car Parking with allocated spaces to also store a motorbike/scooter or bicycle
- Multi-faith room
- On-site canteen
- The Hub
- Chill Zone
- Personal Development and Enrichment Curriculum



ENGINEERING

APPRENTICESHIPS

LEVEL 2

ENGINEERING OPERATIVE

Engineering Operatives play a vital role in supporting key engineering operations that drive the success of the Manufacturing and Engineering sector. Their work helps businesses grow while building a skilled workforce equipped to strengthen and sustain the industry.

This role offers a broad range of core and job-specific skills that are transferable across various engineering and manufacturing sectors. While specific skills and knowledge may vary slightly depending on the sector, the fundamental competencies remain consistent across the board.

On completion, learners can progress on to a Level 3 Apprenticeship. Then go on to qualifications such as a Higher National Certificate (HNC), Higher National Diploma (HND), or a Degree in Engineering.

WHAT THE COURSE INVOLVES:

- Health and Safety in an Engineering Environment
- Engineering Maintenance Procedures and Techniques
- Producing hand fitting techniques
- Fluid Power Systems
- Engineering Techniques
- Engineering drawings using CAD systems

CAREER OPPORTUNITIES

SERVICING & MAINTENANCE ENGINEER
MECHANICAL ENGINEER
FITTER
MULTI-DISCIPLINED ENGINEER

DURATION

20 months

LEVEL 2

LEAN MANUFACTURING

A Lean Manufacturing Operative will be expected to carry out their work safely and meet the exacting quality standards demanded in a fast paced and efficient processing environment and develop into a multi-skilled operator through process ownership. A lean manufacturing operative can be required to carry out manufacturing activities on multiple products with different specifications consecutively e.g. automotive manufacturing – Multi models manufacturing results in the manufacturing of different models of vehicle with different specification variants within a high volume environment.

On completion, learners can progress on to a Level 3 Apprenticeship. Then go on to qualifications such as a Higher National Certificate (HNC), Higher National Diploma (HND), or a Degree in Engineering.

WHAT THE COURSE INVOLVES:

- Health & safety in manufacturing
- Lean manufacturing & continuous improvement (Kaizen)
- Waste reduction using Lean principles
- 5S workplace organisation
- Following standard operating procedures (SOPs)
- Quality control & inspection
- Problem-solving & root cause analysis

CAREER OPPORTUNITIES

PRODUCTION TEAM MEMBER
MANUFACTURING PRODUCTION OPERATIVE
MANUFACTURING ASSEMBLY OPERATIVE
MANUFACTURING INSPECTION



DURATION

12-18 months

LEVEL 3 ENGINEERING FITTER



Fitters typically specialise in areas such as mechanical, electrical, electronic, control systems, pipe fitting, or instrumentation. Their role involves interpreting technical drawings and specifications to plan and carry out tasks, ensuring they have the correct tools, equipment, and materials to meet the required standards.

Fitters must check their work for quality, making necessary adjustments based on their expertise. Once a task is completed, they hand over the procedure and prepare the workspace for the next job, ensuring all equipment is safe and ready for use.

Upon completion of this Apprenticeship, progression opportunities include higher-level qualifications such as a Higher National Certificate (HNC), Higher National Diploma (HND), or an Engineering Degree.

WHAT THE COURSE INVOLVES:

- Applied science and maths
- CAD Design
- Engineering Projects
- Engineering Maintenance Procedures and Techniques
- Electrical and Electronic Principles in Engineering
- Health and Safety in an Engineering Environment
- Properties and Applications of Engineering Materials

CAREER OPPORTUNITIES

CONTROLS AND SYSTEMS FITTER
ELECTRICAL FITTER
ELECTRONIC FITTER
INSTRUMENTATION FITTER
MECHANICAL FITTER
PIPE FITTER

DURATION

48 months



LEVEL 3

MECHATRONICS MAINTENANCE TECHNICIAN

Mechatronics Maintenance Technicians play a key role in ensuring that machinery and equipment operate efficiently and safely to meet production targets in high-value manufacturing environments. Their work typically involves installing, testing, fault finding, and carrying out planned maintenance on complex automated systems. This role demands a blend of skills and knowledge across multiple disciplines, including electrical, electronic, mechanical, fluid power, and control systems.

After completing this Apprenticeship, learners can progress onto higher-level qualifications such as a Higher National Certificate (HNC), Higher National Diploma (HND), or an Engineering Degree.

WHAT THE COURSE INVOLVES:

- Applied science and maths
- Maintaining Electrical equipment and systems
- Assembling Fluid Power
- Maintaining Electrical Equipment
- Electrical and Electronic Principles in Engineering
- Fluid Power Systems
- Properties and Applications of Engineering Materials
- Maintenance of mechanical systems
- Health and Safety in an Engineering Environment

CAREER OPPORTUNITIES

MECHATRONICS TECHNICIAN
MAINTENANCE TECHNICIAN
MAINTENANCE TEAM MEMBER



DURATION

48 months

LEVEL 3 ENGINEERING DESIGN TECHNICIAN

Engineering Design Technicians create designs and technical drawings for structures, piping, electrical systems, control and instrumentation systems, and mechanical components used in industrial and commercial projects. They work across a variety of key industries, including power and water infrastructure, petrochemical, oil and gas, nuclear, and food and drink processing. Their main role is to support the development of design solutions by producing accurate drawings, models, and specifications. They must interpret technical information, use Computer Aided Design (CAD) software to create detailed plans, and effectively communicate design concepts to both internal teams and external stakeholders.

Upon completing this Apprenticeship, progression opportunities include higher-level qualifications such as the Higher National Certificate in Construction Management for England (Engineering and Construction Design and Build Technician).

WHAT THE COURSE INVOLVES:

- Computer Aided Design (CAD)
- Mechanical Principles of Engineering Systems
- Electrical and Electronic Principles in Engineering
- Properties and Applications of Engineering Materials
- Electro, Pneumatic and Hydraulic Systems and Devices
- Fabrication and Welding Principles
- Engineering Inspection and Quality Control
- Mathematics for Engineering Technicians

CAREER OPPORTUNITIES

ELECTRICAL DESIGN AND DRAUGHTSPERSON
CONTROL AND INSTRUMENTATION DESIGN AND
DRAUGHTSPERSON
MECHANICAL DESIGN AND DRAUGHTSPERSON
PIPING DESIGN AND DRAUGHTSPERSON
STRUCTURAL DESIGN AND DRAUGHTSPERSON



DURATION

48 months

LEVEL 3

METAL FABRICATOR

The Metal Fabricator role is found within the advanced manufacturing and engineering construction sectors. It involves fabricating metal structures and components using materials like rolled steel joists, columns, channels, steel plate, and sheet metal. Typical projects include the production of bridges, oil rigs, ships, cranes, petrochemical installations, platforms, machinery parts, automotive components, and sheet metal enclosures. Fabricators may work independently or as part of a team, in factory settings or on-site at operational locations.

After completing this Apprenticeship, you may choose to progress onto higher-level qualifications such as a Higher National Certificate (HNC), Higher National Diploma (HND), or a Degree in Engineering.

40

WHAT THE COURSE INVOLVES:

- MIG, TIG and MMA welding
- Applied science and maths
- Health and Safety in an Engineering Environment
- Producing Metal Fabrications
- Pattern Development
- Welding Principles
- Producing Plate Fabrications
- Fabrication and Welding Principles

CAREER OPPORTUNITIES

FABRICATOR
PLATER
SHEET METAL WORKER

DURATION

48 months



LEVEL 3 ENGINEERING MAINTENANCE TECHNICIAN DUAL

Maintenance & Operations Engineering Technicians work with a wide variety of plant and equipment commonly used across the engineering industry, often moving between sectors throughout their careers. Their responsibilities include installing, testing, servicing, maintaining, and repairing equipment—some of which may be complex—as part of both planned and reactive maintenance programmes. They are accountable for completing work safely and to required standards of quality, time, and cost, and may also oversee the work of others. A key part of the role is ensuring the ongoing efficient operation of plant and machinery.

After completing this Apprenticeship, progression opportunities include higher-level qualifications such as a Higher National Certificate (HNC), Higher National Diploma (HND), or an Engineering Degree.

WHAT THE COURSE INVOLVES:

- Health and Safety in the Engineering Workplace
- Communications for Engineering Technicians
- Applied science and maths for engineering
- Engineering maintenance procedures and techniques
- Principles of electrical and electronic circuits
- Principles of three-phase systems
- Engineering drawing for technicians
- Computer-Aided Design (CAD)
- Properties and applications of engineering materials

CAREER OPPORTUNITIES

ELECTRICAL TECHNICIAN
MECHANICAL TECHNICIAN
CONTROL AND INSTRUMENTATION TECHNICIAN
WIND TURBINE TECHNICIANS
ELECTRICAL SYSTEM AND PROCESS CONTROL
TECHNICIANS
ELECTROMECHANICAL TECHNICIAN
PLANT OPERATIONS TECHNICIANS



DURATION

48 months

LEVEL 3

INSTALLATION & MAINTENANCE ELECTRICIAN

This occupation is found in the industrial, commercial, and residential construction, engineering, and power industries. The broad purpose of the occupation is to install, maintain and repair electrical systems in industrial, commercial and residential environments including communal areas.

Electricians may work on the installation, initial verification and testing, commissioning, and maintenance of low voltage (up to and including 1000 V or AC 1500 V DC) electrical and electronic equipment. Electricians can also work on the maintenance of electrical and electronic installations including automated production systems.

The broad purpose of the occupation is to install, maintain and repair electrical systems in industrial, commercial and residential environments including communal areas.

WHAT THE COURSE INVOLVES:

- Electrical installation principles
- Health & safety and safe isolation procedures
- Wiring regulations (BS 7671)
- Installing electrical wiring systems and equipment
- Electrical testing, inspection, and fault finding
- Maintenance and repair of electrical installations
- Reading and interpreting electrical drawings and diagrams
- Electrical science and principles

CAREER OPPORTUNITIES

ELECTRICIAN
INSTALLATION ELECTRICIAN
MAINTENANCE ELECTRICIAN



DURATION

48 months

LEVEL 4 ENGINEERING MANUFACTURING TECHNICIAN

The Engineering Manufacturing Technician Level 4 Apprenticeship is tailored for individuals looking to build advanced technical skills and contribute directly to engineering and manufacturing operations. It's an excellent opportunity for those working in industries such as aerospace, automotive, marine, defence, or advanced manufacturing.

As an apprentice, you'll be employed full-time while training—gaining valuable, hands-on experience in the workplace. Your structured learning will take place at Bolton College, with assessments carried out by Alliance Learning. This programme equips you to work both independently and as part of a technical team, supporting the design, development, production, and continuous improvement of products and processes.

WHAT THE COURSE INVOLVES:

Throughout the programme, you'll gain comprehensive knowledge of core engineering principles, manufacturing processes, quality assurance systems, and lean methodologies, including Six Sigma and Kaizen. You'll also develop the ability to analyse data, tackle complex technical challenges, and create detailed documentation to support engineering decisions.

Depending on your chosen specialism—mechanical or electrical/electronic—study modules such as engineering design, fluid mechanics, thermodynamics, digital principles, and electronic circuits. Alongside this, you'll build valuable skills in project management, regulatory compliance, and continuous improvement, equipping you for a variety of advanced technical roles within the engineering and manufacturing sectors.

DURATION
48 months



CAREER OPPORTUNITIES

MANUFACTURING ENGINEER
QUALITY ENGINEER
PROCESS ENGINEER
PRODUCTION SUPPORT ENGINEER

APPRENTICE FEEDBACK

I want to express my sincere appreciation for the support and guidance you've provided during our sessions. At the beginning of the course, I felt nervous and anxious, unsure of what to expect. However, you quickly put me at ease with engaging questions and meaningful topics that connected directly to my workplace experiences.

I'm really pleased with the course and the support I've received during my apprenticeship with Alliance Learning. The training has been engaging and well-structured, and the staff have been incredibly supportive and approachable. I've gained valuable skills and confidence, and I feel well-prepared for the next steps in my career. I'd highly recommend Alliance Learning to anyone considering an apprenticeship.

What I enjoy most about my apprenticeship with Alliance Learning is the opportunity to continuously develop new skills that are not only valuable in the workplace but also transferable to my personal life. The hands-on experience has helped me grow in confidence, improve my communication, and become more adaptable in different situations. I particularly appreciate how the learning environment encourages both professional and personal development, making me feel more prepared for future challenges.

The tutor seem to have a lot of experience within the engineering industry which is useful when helping explain things and giving examples.



From Apprentice to Tutor

“I started at Alliance Learning as an Apprentice & now I’m supporting learners to achieve their own goals.”

September 2021 started Level 3 Metal Fabricator Apprenticeship

HARE

Developed workplace skills and experience at William Hare

Completed apprenticeship May 2025

Became a tutor at Alliance Learning January 2026

Skills I gained throughout my apprenticeship:

- Communication Skills
- Team Work
- Industry know
- Leadership
- Confidence

Take every opportunity and believe in yourself... apprenticeships can open more doors than you think.

Awards & Success

- Alliance Learning Apprentice of the Year 2025
- Apprenticeship Ambassador of the Year at Lancashire Apprenticeship Awards
- Advanced Apprentice of the Year at GM Skills Awards 2026





LEADERSHIP ACADEMY

Learning Today, Leading Tomorrow

COMING SOON

LEADERSHIP APPRENTICESHIP UNITS

AI LEADERSHIP – AI STRATEGY AND OPPORTUNITY

This Level 5 apprenticeship unit is for leaders who are responsible for setting organisational direction, governance and oversight of AI use within the company.

This unit is perfect for individuals within organisations who are at the early or exploratory stage of AI adoption where there is a need to build a foundation of understanding and identify AI opportunities. Learners must be working in a leadership position with autonomy to commission analysis to identify if AI adoption is viable.

AI LEADERSHIP – AI ADOPTION, PROCUREMENT AND GOVERNANCE

This Level 5 apprenticeship unit is for leaders responsible for shaping, influencing, or supporting decisions about the adoption of AI systems within their organisation.

This unit is suitable for leaders involved in evaluating options, developing business cases, and establishing governance and quality assurance approaches for the use of AI and digital technologies. Learners must be working in a leadership position with autonomy to commission analysis to identify if AI adoption is viable and make evidence-based suggestions for adoption.

Learners for these units must be 19 years or over.

OUR PARTNERSHIPS

Here are just some of the many organisations Alliance Learning Apprentices work in partnership with.



PARENTS, GUARDIANS & CARERS

If you are a parent, guardian or carer of an Apprentice at Alliance Learning we have put together some information that we hope you will find useful.

What can you expect from us?

Alliance Learning has been training Apprentices for 60 years. With all our years of experience and knowledge you can trust us to provide a safe, friendly and caring environment that promotes quality learning.

Here at Alliance Learning we are committed to ensuring all learners are provided with effective learning in order to meet 'The Education Inspection Framework' set by Ofsted.

Some of these include:

- Engagement with you as parents/carers/guardians to help you understand how your young person is learning and progressing
- Our delivery staff have high expectations and are committed to helping your young person to achieve, by delivering 'outstanding' teaching, learning and assessment to meet their individual needs
- Safeguarding all learners and ensuring they are aware of how to keep safe



Attendance, Punctuality and Conduct

We expect excellent attendance and punctuality from all our learners, so that they can reach their full potential. Your support in this area is fully appreciated.

Careers Education, Information, Advice and Guidance

Your young person will receive information on future career development as well as the support and advice necessary to help them obtain their qualification during their time at Alliance Learning.

Equality, Diversity and Inclusion

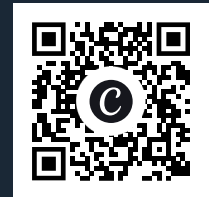
We will not discriminate on the grounds of age, disability, gender reassignment, marriage and civil partnership, race, religion or belief, sex and sexual orientation. We are committed to ensuring all staff and learners follow this procedure.

Health & Safety

Your young person's safety is paramount. Alliance Learning has an on-site dedicated health and safety officer ensuring all policies and procedures are in place and followed in line with all relevant regulations and legislation.

Safeguarding

We also have a dedicated safeguarding team who can support your young person and Alliance Learning employees. For more information, scan the QR code.



On-Site Security

CCTV is in operation across the site for the safety of your young person. All staff, learners and visitors are required to always wear identification badges.

British Values

We proudly support British values which include:

- The Rule of Law
- Democracy
- Respect and Tolerance
- Individual Liberty

ADDITIONAL LEARNING SUPPORT

At Alliance Learning, we are committed to promoting equality, inclusivity and diversity. We ensure that all learners achieve and succeed during and beyond their time at Alliance Learning. Staff at Alliance Learning work closely with learners to make sure any barriers to learning are removed so that all learners can fulfill their potential. We have a dedicated team of individuals who provide person-centered support alongside the Tutors including the Additional Learning Support Lead.

What support can Alliance Learning offer?

- One-to-one learning support from the Additional Learning Support Lead
- One to one Maths and English support from specialist Tutors
- Pastoral support
- Increased support from Tutors and Work Based Tutors
- Use of the PRRR Intervention model (Dr Dan Hughes and Louise Bomber, 2015)
- Intentional limited class size
- Tailored attendance pattern
- Additional days at Alliance Learning
- Revised or additional teaching resources
- Increased visits to the workplace by Tutors
- Exam adjustments
- Signposting to external third parties
- Access to The Hub
- Ongoing Careers Education, Information, Advice and Guidance

Additional learning support is reviewed frequently and is adapted to suit the needs of each learner. If you have any additional learning support needs, please notify us of this when completing your initial enrolment form.



PERSONAL DEVELOPMENT

Personal development is at the core of all apprenticeships at Alliance Learning. Our personal development curriculum shapes apprentices both academically and personally. Sessions go beyond the classroom, where apprentices are encouraged to build skills such as communication, leadership, and problem-solving. Apprentices are able to develop traits such as confidence, resilience and a commitment to becoming responsible active citizens.

Apprentices take part in a variety of sessions both face to face and remotely during their apprenticeship. Apprentices also take part in frequent tutorials with their tutor on topics such as money management, sustainability, health, professionalism and mental health. Alliance Learning also works closely with local and national companies such as the Royal Navy, CEF, Greater Manchester Fire Service and Oddballs to provide workshops for apprentices.

Furthermore, apprentices are supported at Alliance Learning through a comprehensive and personal approach to Careers Education, Information, Advice and Guidance which prepares them for their future learning and career paths. Apprentices encounter employers, workplaces and further and higher education providers. In addition, all apprentices meet with a trained CEIAG advisor at least twice during their apprenticeship for a bespoke one-to-one session.

The LinkedIn workshop was useful as it helped me to see where my career could go.

Oddballs was the best as it was very informative and gave me plenty of knowledge that I did have before.

I enjoyed the session by Unite the Union. It was helpful to hear about examples of how they can help.



#ITSOKAYTALK



HELPFUL CONTACTS

Health

- FRANK - National Alcohol & Drugs Helpline

0800 776 600 www.talktofrank.com

- Bolton Centre Sexual Health Service

01204 310771

- YoungMinds - Supporting you and your Mental Health

www.youngminds.co.uk

- Be Kind to Your Mind

www.bekindtoyourmind.co.uk

- Achieve Bolton - Alcohol, Drugs and Substance Misuse

01204 483090

- NHS Smoking Helpline

0300 123 1044

- NHS 111 - Online Medical Support

www.111.nhs.uk

- NSPCC (Child Protection Helpline)

0808 800 5000

- Leaving Care (Social Services)

01204 337376

- Childline

0800 1111

- Samaritans

116 123

- Kooth and Qwell

www.kooth.com www.qwell.io/

- Papyrus

www.papyrus-uk.org 0800 068 4141

- [fortalice](https://fortalice.org.uk/) (domestic abuse)

01204 365677 <https://fortalice.org.uk/>



Money

- HOOT (Bolton Credit's Union)

01204 365024 www.wisewithmoney.org.uk

- Money Skills Service

01204 332916 www.boltonmoneyskills.org.uk

Housing

- Bolton Council Housing Advice Service

01204 335900 www.homesforbolton.gov.uk

- Base (Housing)

07401 111 113

- Backup North West

01204 520183 www.backup-charity.org.uk

- Stepping Stone Projects

01706 353 000

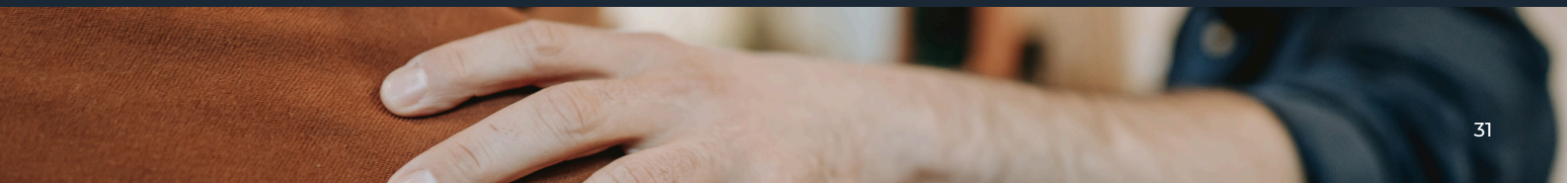
Other Services

- Connexions

0800 052 5559

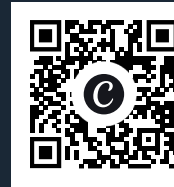
- Youth Offending Team

01204 331263



HOW DO I APPLY FOR AN APPRENTICESHIP?

You can apply for one of our Apprenticeships online by visiting our website at www.alliancelearning.co.uk or scan the QR code.



Alternatively, you can speak to a member of our team and request further support on your application form. If you would like support with our application form, please call a member of the team on [01204 677888](tel:01204677888).

What happens next?

On receipt of your application, you will be invited to one of our Careers Education, Information, Advice and Guidance sessions. These sessions are designed to tell you more about the Apprenticeship process, provide advice on writing or improving your CV, prepare you for interviews and inform you about the Apprenticeship opportunities that are available. During the session, you will also complete a maths and English assessment. These are just a series of questions to help us understand what level you are working at.

Our Open Evening

We run an annual Apprenticeship Open Evening, during National Apprenticeship Week. Attending the event is a great way for you to get to know more about Alliance Learning and the Apprenticeships we offer. As well as having a tour of our facilities, there will also be several employers in attendance.

To find out more when our next Open Evening is scheduled visit: www.alliancelearning.co.uk or call and ask a member of our team on [01204 677888](tel:01204677888).



SCHOOL AND COMMUNITY ENGAGEMENT

We have a dedicated Careers Advisor, who spreads the word about Apprenticeships within schools and the local community around the Greater Manchester and Lancashire areas.

Our team attends events, from career fairs to options evenings. Our dedicated team are on hand to inform the wider community about the benefits of Apprenticeships.

Throughout the academic year we attend over 100 school and community events. If you see Alliance Learning at an event come over and say hi and we will be happy to answer all your questions about Apprenticeships.

Our School & Community Engagement Advisor forms part of the enrichment team and is on hand to support you whilst on your Apprenticeship journey, offering impartial advice and guidance including:

- CV writing
- Interview Techniques
- Personal Statement writing

Our School & Community Engagement Advisor can be contacted via email info@alliancelearning.co.uk or phone 01204 677888.



COMMERCIAL TRAINING COURSES

As well as being a leading provider of Apprenticeships in the North West, we are also one of the largest training providers in the North West with 60 years in the training industry.

Our training is usually delivered at our site in Horwich, Bolton, but we can also deliver on-site training throughout the North West and UK. All of our courses are designed to develop the skills required for employees to meet legal requirements whilst also increasing your company's productivity.

Our commercial training courses run regularly throughout the year. We work across a broad range of sectors and our courses include:

- Construction
- Engineering Skills
- First Aid
- Health & Safety
- Management
- Mental Health
- NVQs
- Forklift Truck



For a complete list of our upcoming dates and prices, please visit our website to download our Course Schedule, or call our sales team on [01204 677811](tel:01204677811).

HOW TO FIND US

Directions

- Exit the M61 at Junction 6 and travel down the A6027 towards Bolton North / Horwich
- Pass the Tough Sheet Stadium and at the large roundabout take the 1st exit onto A673 Chorley New Road and continue for about 1 mile
- The Horwich Business Park is on the left next to the Fire Station and War Memorial
- Alliance Learning is the first building on the right

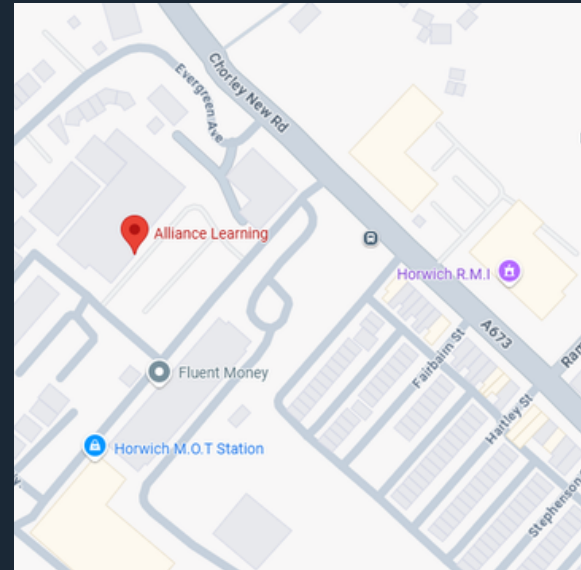
Contact Details

Alliance Learning
The Hurst Building
Horwich Business Park
Chorley New Road
Horwich
Bolton BL6 5UE

Phone: 01204 696744

Email: info@alliancelearning.co.uk

Web: www.alliancelearning.co.uk



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NOTES

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



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