

SUPPORT FOR APPRENTICES WITH ADDITIONAL NEEDS

Understand the support available and how to access it

Do apprentices with additional needs receive on-programme support?

Apprentices will receive support from both their employer and their training provider. Each apprentice will have a detailed support plan, reviewed regularly, to ensure that any [reasonable adjustments](#) remain appropriate in respect of the content of active learning, English and maths tuition and/or end-point assessment at different points during the apprenticeship.

The training provider will also liaise with the employer to discuss and address any support needs.

If an apprentice has an Education, Health and Care (EHC) plan, does it move with them to their apprenticeship?

EHC plans can remain valid until the young person turns 25 if they stay in some form of education or training, meaning that they can provide apprenticeship employers and training providers with important information about the apprentice and any additional support required.

How are additional needs requirements supported financially?

Training providers can access funding to support apprentices with a learning difficulty or disability.

What is the process for accessing funding?

An apprentice already has an identified learning difficulty or disability.



Reasonable adjustments are required as a result of this learning difficulty or disability in order for an apprenticeship to be completed (including English and maths requirements and end-point assessment).



The training provider will be eligible to claim [Learning Support Funding](#).



The training provider can use Learning Support Funding in different ways, which could include:

- Additional staff to support the apprentice
- Extended or more frequent assessor visits
- Specialist equipment
- Enabling additional time on exams and tests
- Any necessary equipment

Linked resource

DRUK's Into Apprenticeships Guide covers key questions Disabled people may have about apprenticeships.



[Click here to view or scan the QR code](#)



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Understand the support available and how to access it

What is Access to Work support?

The Department for Work and Pensions (DWP) provides [Access to Work](#) funding to contribute to support beyond reasonable adjustments for people with a disability, health condition or mental health condition that affects their ability to work, and this includes apprentices.

Can apprentices still apply for Access to Work support if their training provider receives Learning Support Funding?

Employers and training providers are expected to provide [reasonable adjustments](#). Learning Support Funding should not be used by employers to make these reasonable adjustments. Access to Work is available to support individuals in their workplace even if their training provider receives Learning Support Funding.

Is there a way to share what support an apprentice may need when they are in work?

If someone has a disability or health condition they can use the Department for Work and Pensions' Health Adjustment Passport to:

- Identify what support and changes (reasonable adjustments) they may need
- Apply for support from Access to Work
- Help them talk to employers about adjustments and in-work support

The passport is available in large print and easy read formats.



Linked resource

Department for Work and Pensions' Health Adjustment Passport (see link below).

 [Click here to view or scan the QR code](#)



What happens if an apprentice with additional needs doesn't have English and maths GCSE?

If an apprentice has not achieved GCSE English or maths, they may need to achieve Functional Skills qualifications during their apprenticeship in order to complete it, but there are flexibilities on this for apprentices with additional needs. In addition to this, for apprentices who are 19 or older at the start of their apprenticeship, English and maths requirements are now optional. This means apprentices and employers can choose whether the apprentice will continue to work towards Functional Skills qualifications.



Linked resource

Find out more about Functional Skills qualifications in this useful guide (see link below).

 [Click here to view or scan the QR code](#)

