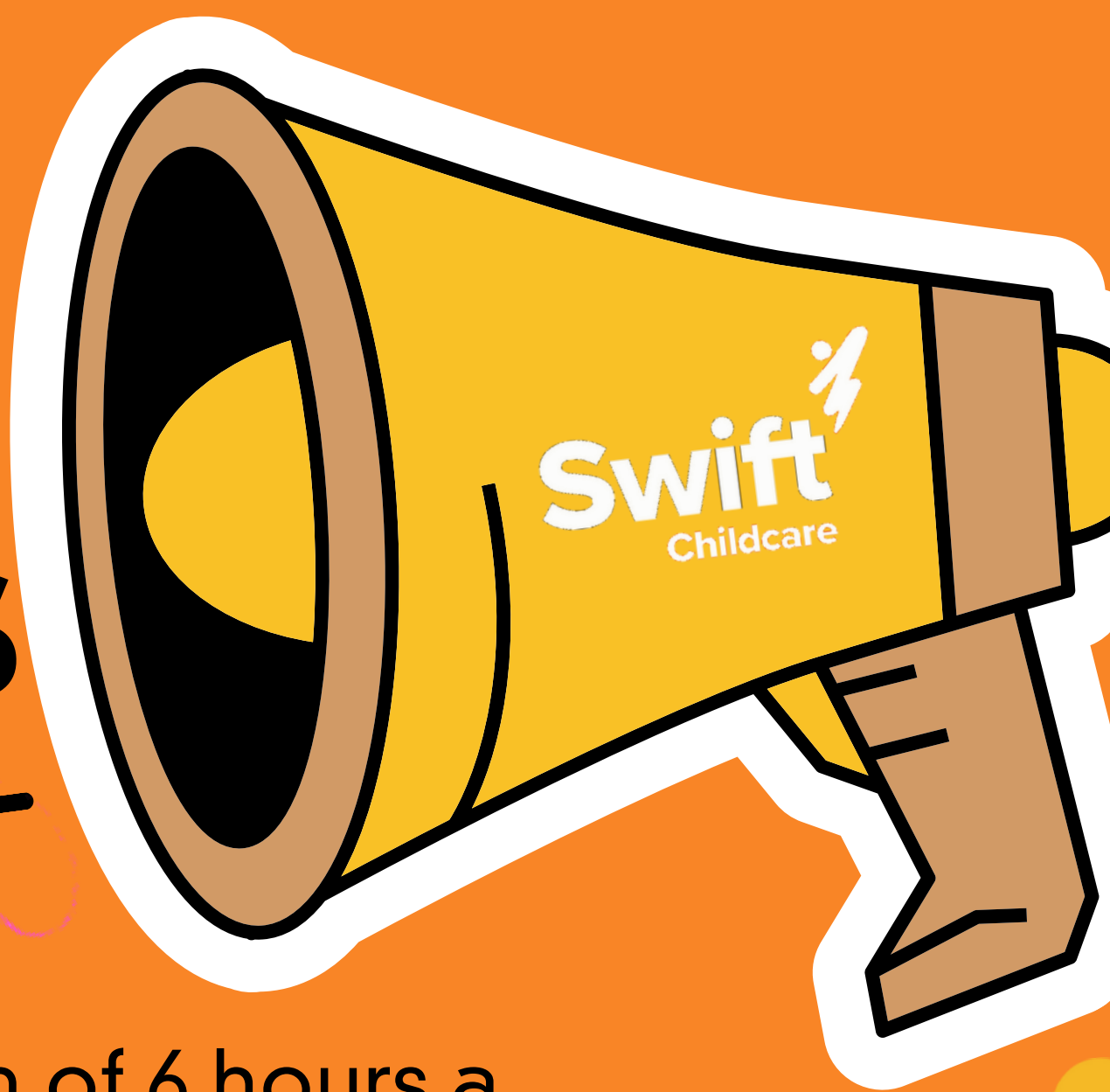


Apprentice Rules



Apprentices should complete a minimum of 6 hours a week of Off-The-Job Training.

What is "Off-The-Job" Learning?

Learning which is undertaken outside of the day-to-day work duties. This training takes place within the apprentices normal working hours.

You can't go through to Gateway until you have gained enough Off-The-Job Training.



EXAMPLES INCLUDE:

- CLASSROOM/WORKSHOP LESSONS
- SHADOWING/MENTORING
- WRITING ASSIGNMENTS
- PERFORMANCE REVIEWS AND REVISION
- INTERACTIVE LEARNING
- COACHING SESSIONS/ONLINE LEARNING

If you're unsure about your final target or if something counts towards your OTJ - ask your tutor! We also have OTJ Guides that break down each month and walk you through completing it.