

Humber ATA

The Humber ATA is specially designed to support employers by directly employing and managing individuals who wish to undertake a HETA Apprenticeship.

The distinctive feature of the ATA model is that it is the ATA which acts as the Apprentice's employer, placing them with a host employer and coordinating their training through approved training providers. This allows the host employer to enjoy the advantages of an Apprentice whilst alleviating the administrative overhead.

What support do we provide?

You will have a dedicated Training and Development Advisor who will:

- Agree employment requirements for the Apprenticeship roles with the host employer
- Agree values-based questioning with the employer for Apprentices to check their values and commitment to work within an engineering environment
- Draw up a short list of suitable HETA candidates to put forward for interview with the host employer
- Provide all HR services for the Apprentice including dealing with any disciplinary issues that may arise during the term of the Apprenticeship
- Liaise with the host employer and Apprentice to mediate a resolution to any issues that may be affecting the Apprentices performance within the placement
- Ensure that a full initial assessment is completed by the instructors at HETA to identify the Apprentice's learning needs
- Ensure that the qualification is at the correct level for the Apprentice to achieve in a timely manner
- Closely monitor the Apprentice's journey to check that adequate progression is being made by the HETA Apprentice throughout their Apprenticeship.
- Provide a single point of contact for employer and Apprentice throughout the term of the Apprenticeship

Who can use the Humber ATA Services?

Our Humber ATA is open to all employers across multiple sectors who work with HETA Apprentices.

Many smaller and medium-sized employers find the Humber ATA model helpful as they often don't have the time to dedicate to the recruitment and management responsibilities that can come with recruiting an Apprentice. It also allows them to reduce the risk to their company in the few cases where they are not able to sustain the placement, or the Apprentice is not suitable for any reason.

Larger employers can also benefit from the model as it allows them to use their resources as effectively as possible, helping to ensure that they have the range and numbers of staff they need whilst balancing the annual budget and headcount.

Apprenticeship wage rates:

The current National Minimum Wage figures as stated below show that if an Apprentice is 16-18 then they will be paid a minimum of £3.70 per hour until they reach their 19th birthday; therefore if a learner is still under 19 and their length of stay on the Apprenticeship goes over 1 year they are still only entitled to £3.70.

(Figures correct as April 2018)

Age	First Year	After the First Year
16-18	£3.70	£3.70
19-20	£3.70	£5.90
21+	£3.70	£7.38

How much will the training cost?

As long as the Apprentice meets the eligibility criteria the Apprenticeship can be fully funded. Your Training and Development Advisor can advise on current funding availability.

Humber ATA costs:

The cost of using the Humber ATA is made up of:

- The weekly wage agreed for the Apprentice. This must be at least the current national minimum hourly rate of pay for Apprentices (see above), but the host employer can choose to pay more if they wish to. This would be discussed and agreed in advance
- A weekly fee of £20 per Apprentice to ensure the smooth running of the placement
- VAT charged at the current rate
- Charges for a DBS check if these are required by the employer

Your Training and Development Advisor will be happy to discuss the Humber ATA costs with you in detail.

How are the fees paid?

At the commencement of the agreement, the host employer pays fees as invoiced quarterly.

What do I do next if I would like to use the Humber ATA to employ an Apprentice?

Contact your Training and Development Advisor who will be able to answer your questions and support you through the whole process. For further information or to arrange an initial meeting with your Local Training and Development Advisor, email info@heta.co.uk or call 01482 826635.