# Apprenticeship Training Dynamic Marketplace

# Generic Prospectus Template

Welcome to the Apprenticeship Training Dynamic Marketplace, Prospectus section.

You may only have to complete this section once to register on the DPS. This section allows you to detail prospectus data for your service offering(s) for the DPS with Government Commercial Agency (GCA). This information will allow Buyers using the RM6102 Marketplace to invite you to bid for contracts that are suited to your organisation directly.
For this section you will be required to complete the following:

- Generic Apprenticeship Prospectus Template
- Generic End-Point Assessment Prospectus Template
    - Generic Foundation Apprenticeship Prospectus Template
    - Generic Apprenticeship Unit Prospectus Template
- Apprenticeship Prospectus
- End-Point Assessment Prospectus
    - Foundation Apprenticeship Prospectus
    - Apprenticeship Unit Prospectus

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**95.1.** Please provide the following information for your organisations **Generic Foundation Apprenticeships Prospectus Template**.

Website link to foundation apprenticeship training services

Must be a valid URL such as https://mycompany.com/training-services

Website link to Ofsted inspection/monitoring visit report

Must be a valid URL such as https://mycompany.com/ofsted-inspection-report.pdf

Website link to quality assurance report

Must be a valid URL such as https://mycompany.com/quality-assurance.pdf

### Ofsted Rating

Office Locations

Please enter postcodes separated by commas for all of your office locations.

Please provide the following information about your Organisation.

- What your organisation does in the Foundation Apprenticeship Training context
- How your organisation does this, where and who for
- How you ensure high standards in foundation apprenticeship training are delivered
- Unique Selling Point - what makes the business unique and valuable to the public sector market

**95.2.** Please provide the following information about your organisation's experience in training.

Experience in Training

- Previous experience in the development and delivery of technical skills
- Previous experience in work based and/or commercial training

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**95.3.** Please provide the following information about your organisation's experience in foundation apprenticeship training.

Experience in Foundation Apprenticeship Training

- Previous experience in the development of foundation apprenticeship programme(s)
- Previous experience in the delivery of foundation apprenticeship training programme(s)

**95.4.** Please provide the following information for any additional services your Organisation can provide.

Recruitment and Administration Support

- Recruitment and adminstration support services provided
- Guidance provided for selection and assessment processes

Flexibility to Bespoke

- Details of flexibility to bespoke and/or package the foundation apprenticeship programme to suit the specific needs of the employer and apprentice.

Added Value

- Details of any additional benefits provided i.e. training and support materials
- Details of access to guidance documents and resources.

Social Value

- Describe your approach/methodology for delivering social value through this agreement with particular emphasis on supporting social mobility and breaking down barriers/tackling inequality.
- Detail how this will be monitored and measured.

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**95.5.** Please provide the following additional information for your Organisation's Generic Foundation Apprenticeships Prospectus Template.

Industry Recognition

- List of professional standards, accreditations and/or training awards attained
- Other similar external accolades in the L&D/ AT market.

Assurance Certification

- List ISO/BS or equivalent certification i.e. Quality Management, Security Management, Environmental Management, Business Continuity etc.

Security Management System and Controls

- Details of data, physical, personnel and documentary security controls
- Details of compliance with legislative requirements and any International Standards.

# Generic Apprenticeship Unit Prospectus Template

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