

# LEARNER NEWSLETTER

April 2024

KEEP SCROLLING FOR HOT TOPICS TO CHAT THROUGH WITH YOUR TUTOR!

## ANNUAL SURVEY RESULTS!

In strengthening our service and delivery to apprentices, we obtain regular feedback but also undertake annual surveys. A representative sample of you responded so positively but also gave us room for improvement:

- 90% of you felt you understood the programme you are on, how to achieve it and within what timescales. Naturally, we want more than 90% of you feeling this so have asked your tutors to run through everything during your next Monthly Visit Record or Learning Review.
- 70% felt you and your tutor were working well in partnership with your employer. This is something we have been working hard on, and we understand how busy you and Managers or mentors are. However, for the success of your programme we want significantly more employers involved in your programme. If your employer is not involved or does not participate in your learning reviews work with your tutor to correct this.
- 70% feel you are receiving off the job teaching and learning. This probably links partly to the previous point. Your teaching, learning and assessment **MUST** take place during normal working hours, but away from normal duties. Work with your tutor and employer on this.
- 93% understand what safeguarding is, and what your responsibilities are for yourself but also others! 92% of you feel safe at work. This is brilliant! 85% know who to contact should they have a wellbeing or safeguarding concern. It is hard to distinguish between your employer and ourselves, but we continue to support with this.
- 85% of you feel your employers supports you on your programme. This is great, but maybe as with #2 employers need more involvement day to day!

- 80% feel supported by their tutor. This is positive but we want this to be higher and are working on this daily!
- 75% feel supported by Achieving Excellence. We have done so much to improve this and will continue to!
- 70% feel they understand what End Point Assessment is. This needs to improve from our perspective and ours. Please work with us to ensure you understand it and are working towards it. Liaise with your tutor.
- 80% feel their programme lifts and inspires them. This is great, but room for improvement that we are working on in the background!
- 80% feel they can recommend Achieving Excellence. Again, really good but work for us to do!
- 80% of you feel you receive regular feedback and reviews of learning. Our objective is to ensure you are always fully aware of what to do today but also next month!
- This is what you gave us for understand your programme content, approach and sequencing:



Whilst there is much for us to do, particularly around engaging your employer and supporting you even more, we are really happy with this feedback. On average, you are 80% satisfied, which we feel is good, if not outstanding!

Thank you for taking the time to respond. See the back page for some individual comments.

Mike Austin  
Rick Shuttleworth

# LEARNER NEWSLETTER

April 2024

KEEP SCROLLING FOR HOT TOPICS TO CHAT THROUGH WITH YOUR TUTOR!

## PERSONAL DEVELOPMENT – CV?

A CV is your first chance to promote yourself. A good CV might get you a job interview.

You usually need a CV to apply for a job or to give to an employer you'd like to work for.

Employers get lots of CVs to look at and have to decide quickly who they're going to interview.

When you write your CV, remember to:

- use a clear font like Arial, Times New Roman or Calibri in size 11 or bigger!
- always use the same style throughout
- use headings and bullet points to make it easier to read
- be clear and to the point
- get someone else to read it to double check your spelling and grammar

Start with the job advert for the role you're applying for so you can look at the job description, essential criteria and the company details.

If the job you're applying for does not have a job description, you can [look at our job profiles](#) to see what skills you'll need and the typical things you'll do in that job.

You should write your CV to match the job and company you're applying for to improve your chances of getting an interview.

For more information:

[CV advice | National Careers Service](#)

## EQUALITY AND DIVERSITY – AUTISM DAY!

Autistic people face discrimination and barriers across all sectors of society – in the health and social care systems, in education, in employment, and everywhere in between. It is crucial that autistic people, and their families and carers, can access tailored information, guidance and support to overcome those barriers, along with opportunities to explore their interests, develop skills and build friendships for fulfilled lives

As of December 2023, 172,022 people were waiting for an autism assessment in England, new latest NHS data has revealed. This is a 47% increase in the number of people waiting in just one year.

NICE (National Institute for Health and Care Excellence) guidance states that no-one should wait longer than 13 weeks. But this data shows that of those waiting for an assessment, 86% (147,042) have been waiting longer than the recommended 13 weeks.

Statistics

Did you know:

Only 26% of children with autism feel happy at school

Only 29% of people with autism are in any form of employment

70% of people with autism experience mental health problems

There are over 150,000 people on the waiting list for an autism assessment in the UK.



# LEARNER NEWSLETTER

April 2024

KEEP SCROLLING FOR HOT TOPICS TO CHAT THROUGH WITH YOUR TUTOR!

## PREVENT – INTERNET AND DIGITAL AWARENESS

The term “digital awareness” describes the sense of experience, comfortability, and proficiency required for basic technology usage. To be aware of how digital platforms or devices work is an essential skill of the 21st century, because so much of the world now relies on it for momentum.

The internet was founded in 1969 with the first workable prototype being created in the US. However, it took until 1991 for it to be open to the general public and by 1994 internet pages were in general use across homes.

With the uptake of the internet, it meant that the risks of internet and digital technology became more apparent including hacking and cyber security.

In 1994, Vladimir Levin engineered the first big money heist by hacking into Citibank's telephone and computer systems and stealing \$10 million. In 2013 a hack compromised three billion Yahoo accounts including names, security questions, passwords and contact details.

Whilst using the internet is an everyday part of life it is vital to keep yourselves and others safe whilst accessing online material, this can include setting passwords that are secure such as using random letters, numbers and symbols rather than words that are meaningful to you such as pet names, children's names and places of interest. It is also good practice to use different passwords for different websites or apps so if one is hacked it is not easy for a hacker to access all of your information.

The use of technology in your workplace also needs to be monitored and secure such as ensuring that passwords are used, and information is stored within the guidelines of GDPR requirements.

<https://nationalcollege.com/guides/stronger-passwords>

<https://www.learnsafl.ac.uk/pages/home/e-safety-hub/e-safety/setting-changing-to-a-strong-password>

<https://www.nspcc.org.uk/keeping-children-safe/online-safety/>

Remember to contact us at [safeguarding@achievingexcellenceukltd.com](mailto:safeguarding@achievingexcellenceukltd.com) with any health, safeguarding or welling concerns!

## BRITISH VALUES – MUTUAL RESPECT!



The 5 values were a response by the UK Government to fears of Islamisation of British Schools. In particular, they were a response to the moral panic caused by the release of a fake letter titled 'Operation Trojan Horse' in 2013. The letter supposedly unveiled a plot for the takeover of Birmingham school curricula by religious extremists.

British Values have 5 different elements and one of those are mutual respect of those with different faiths and beliefs and for those without faith, this is being tolerant towards others, this means understanding that other people may have different faiths or no faith, this can be done by educating others about faiths, being respectful of different religious practices such as prayers or religious holidays.

The word 'respect' comes from two Latin words: 're' meaning 'back' and 'specere', meaning 'to look'. So, the meaning of our modern word seems to have developed from an idea of looking back at, regarding, or considering someone or something. Today, the word means 'to value someone highly for what they say or do' or 'to treat people politely and thoughtfully, to show we value them.'

What does your workplace do for tolerance and respect of faith?

Do you celebrate different religions and faiths?

Do you have a space where prayers can occur?

Do you have a policy regarding faith?

# LEARNER NEWSLETTER

April 2024

KEEP SCROLLING FOR HOT TOPICS TO CHAT THROUGH WITH YOUR TUTOR!

## SAFEGUARDING – STRESS AWARENESS!



Stress and poor mental health are one of the biggest public health challenges that we're facing. Sadly, even though that is the case, we are still not taking its impact seriously enough.

We continue to separate mental health from physical health and vice versa. The reality is they cannot be separate – they are two sides of the same coin. There is no health without mental health and stress can lead to numerous health problems. From physical problems, like heart disease, insomnia, digestive issues, immune system challenges, etc to more serious mental health disorders such as anxiety and depression.

**Stress Awareness Month** has been held every April since 1992 to raise awareness of the causes and cures for our modern-day stress epidemic. It is the time when we have an opportunity for an open conversation on the impact of stress. Dedicated time to removing the guilt, shame, and stigma around mental health. To talk about stress, and its effects and open up about our mental and emotional state with friends, families, colleagues, and professionals.

- The most common cause of stress is work-related stress with 79% saying they frequently felt it ([Statistica](#))
- One in 14 UK adults (7%) feel stressed every single day ([CIPHR](#))
- 30% of older people reported never feeling overwhelmed due to stress, compared to just 7% of young adults ([Mental Health Foundation and YouGov](#))
- 74% of people feel so stressed they have been overwhelmed or unable to cope (Mental Health Foundation and YouGov)
- Inpatient hospital admissions caused by stress-related illnesses in the UK cost around £8.13bn ([Statistica](#))

- 1 in 3 cite relationships as an external stressor ([The Workplace Health Report](#))
- 46% say that they eat too much or too unhealthily due to stress (Mental Health Foundation and YouGov)
- 29% say that due to stress they started drinking or increased their drinking (Mental Health Foundation and YouGov)
- 16% say that they started smoking or increased their smoking due to stress (Mental Health Foundation and YouGov)
- 51% of adults who felt stressed reported feeling depressed and 61% reported feeling anxious (Mental Health Foundation and YouGov)
- Of those experiencing stress, 16% had self-harmed and 32% said they had experienced suicidal thoughts and feelings (Mental Health Foundation and YouGov)
- 37% of adults who reported feeling stressed also felt lonely as a result (Mental Health Foundation and YouGov)

What could you do for stress awareness month?

- Talk about Stress and its effects – lets work together to reduce the stigma that is associated with stress by talking about the topic openly and freely with friends, family and colleagues.
- Share your coping mechanisms – if something has worked for you why not share it. It might benefit someone you care about and in the meantime, it might help you take your focus off your own challenges.
- Be nice to those who are stressed and anxious – we are all undoubtedly going to experience stress and anxiety in our lifetime so treat others going through it with compassion and empathy.
- Look after yourself – we all need to think more about self-care. Take time out of your day to relax or do something that you enjoy. Don't forget to exercise and eat well, even when you feel too stressed.

The most crucial thing you can do when you are stressed or anxious is to make sure you are continuing to look after yourself. Make time to relax when you need to and learn to say no to requests that are too much for you.

# LEARNER NEWSLETTER

April 2024

KEEP SCROLLING FOR HOT TOPICS TO CHAT THROUGH WITH YOUR TUTOR!

## HEALTH AND WELL-BEING – WORLD HEALTH DAY!



Around the world, the right to health of millions is increasingly coming under threat.

Diseases and disasters loom large as causes of death and disability.

Conflicts are devastating lives, causing death, pain, hunger and psychological distress.

The burning of fossil fuels is simultaneously driving the climate crisis and taking away our right to breathe clean air, with indoor and outdoor air pollution claiming a life every 5 seconds.

The WHO Council on the Economics of Health for All has found that at least 140 countries recognize health as a human right in their constitution. Yet countries are not passing and putting into practice laws to ensure their populations are entitled to access health services. This underpins the fact that at least 4.5 billion people — more than half of the world's population — were not fully covered by essential health services in 2021.

This year's theme was chosen to champion the right of everyone, everywhere to have access to quality health services, education, and information, as well as safe drinking water, clean air, good nutrition, quality housing, decent working and environmental conditions, and freedom from discrimination.

## WHAT IS END POINT ASSESSMENT?

End-point assessment (EPA) is the final stage of an apprenticeship. It is an impartial assessment of whether your apprentice has developed the skills, knowledge and behaviours outlined in the apprenticeship standard.

Assessments are designed by employers in the sector and are conducted by independent bodies known as end-point assessment organisations (EPAOs).

It's important that your provider selects an EPAO as early into the apprenticeship as possible, unless the employer wishes to do so, to ensure that your apprentice fully understands the assessment criteria and how they will be assessed.

As well as successfully completing the EPA, your apprentice may need to complete, and pass, several additional requirements before completion of the apprenticeship. This might include mandatory English and maths qualifications.

Once all elements of the apprenticeship are completed, the apprentice will receive their apprenticeship certificate.

For more information speak with your tutors, or click here;

[Understanding end-point assessments \(apprenticeships.gov.uk\)](https://www.apprenticeships.gov.uk/understanding-end-point-assessments)



# LEARNER NEWSLETTER

April 2024

KEEP SCROLLING FOR HOT TOPICS TO CHAT THROUGH WITH YOUR TUTOR!

## APPRENTICE SURVEY COMMENTS

“Nearly at the end of my apprenticeship. it was a fab journey, specially I couldn't make it without your support. Thank you”

“I am very happy with my tutor and she so helpful”

“I am learning so much from my course, but I know that I am sometimes late with sending my units. I am good at my job as an assistant practitioner and really want to pass this. I just find that sometimes juggling work, home life and coursework is quite challenging. But I am determined to be my best and hopefully my overdue deadlines, will be worth it. I really do put so much into what I'm writing.”

“The apprenticeship is helping me to learn more”



“Very well supported throughout the apprenticeship from my Tutor, without hesitation I could have accessed him if any doubts were there regarding any Unit, Very good support network and I strongly recommend Achieving Excellence for the apprenticeship programme. Thank you.”

“I am very grateful to everyone ,who participates in our studies. Thank you for patience, understanding and care. Thank you!!”

“Just started my course but feel fully supported and know who to contact if I have any questions”

“I would like to mention my tutor \*\*\*\*, so dedicated and passionate. She just makes it so easy for me to understand. She is absolutely the best”

“I am really happy with my outcome with this course, and I really enjoyed it. Thank you for your support and feedback.”

