




Modern Apprenticeship
Framework for
Game and Wildlife
Management

Level 2

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MODERN



APPRENTICESHIPS

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Modern Apprenticeships in Scotland

What are Modern Apprenticeships?

Modern Apprenticeships offer those aged over 16 paid employment combined with the opportunity to train for jobs at craft, technician and management level.

Who develops them?

Modern Apprenticeships are developed by Sector Skills Councils (SSCs). SSCs consult with employers and key partners in their sector to produce a training programme, which meets the needs of employers.

Who are they for?

Modern Apprenticeships are available to employees aged 16 or over. Employees need to demonstrate to their employer that they have the potential to complete the programme.

What's in a Modern Apprenticeship?

In Scotland, there are more than 70 different Modern Apprenticeship Frameworks and they are all designed to deliver a training package around a minimum standard of competence defined by employers through SSCs. They all contain the same 3 basic criteria:

- A relevant S/NVQ (or alternative competency based qualifications)
- Core Skills
- Industry specific training

Details of the content of this specific Modern Apprenticeship are given in the next section.

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Modern Apprenticeships in Game and Wildlife Management

The environmental and land-based sector currently accounts for approximately 121,500 employees and 23,680 businesses in Scotland. Research carried out by Lantra in 2010 shows that the Game and Wildlife management industry plays an important role in the environmental and land-based sector, representing 9% (2,300) of businesses and 4% (5,300) of employees. The industry employment base is mainly made up of seasonal or part-time jobs; due to this it is very difficult to provide clear statistics on business size. However, it seems that generally businesses are small across the sector. The British Association for Shooting and Conservation Research estimates that the average organisation has three volunteer workers.

The game and wildlife management sector has two main purposes: protecting habitats and promoting biodiversity, as well as supporting tourism and recreation. Employees can work with a range of species; however, in Scotland they mainly centre on deer, rabbits and hares, and birds such as grouse, pheasant and partridge. Through their work the game and wildlife management industry encourages bio-diversity by protecting vulnerable, endangered species and wildlife habitats.

There are three main types of gamekeeper: lowland, upland and highland, and although some principles of their work will be the same they work in different ways and with different species. There are also two other areas of work that gamekeepers could be involved in: deer and game rearing (with approximately 40 million game birds released each year in the UK). These two areas of work involve similar basic knowledge but have specific specialities.

Microbusinesses dominate the sector in Scotland, with 83% of the sector employing 0-4 people; there are a small amount of businesses that don't fall into the norm and employ more than ten employees. Within the Game and Wildlife industry, the fact that they are often remote microbusinesses means that there is a reliance on staff being qualified with up-to-date technologies and practices. Once qualified, workers will be expected to work within relatively small teams and use their own initiative. As some of the work can be dangerous and there are several safety and welfare laws that must be followed, it is important that employees have the skills and knowledge to work in the industry.

In the Sector Skills Agreement and the recent Skills Needs Assessment the game and wildlife management industry has identified a need to encourage a supply of new recruits, retain existing skilled individuals and ensure that continuing skills and development are seen as fundamental. It is reported that 17% of businesses have a staff vacancy and 43% of vacancies are hard to fill due to skills shortages. In particular the skills that are most likely to be lacking are job-specific technical and practical skills, including:

- Business and management skills such as animal/budget/event management
- Technical/job specific such as deer stalking and carcass handling
- Core skills such as literacy, numeracy, IT, communication and customer relations

The new framework has taken note of all these areas and built them into the Modern Apprenticeship to ensure that all learners are able to meet the needs of the industry now and moving forward.

The game and wildlife management industry felt that by offering increased flexibility at Level 2 would allow learners to complete a qualification that was relevant to them in their employment, allowing them to gain the knowledge and skills to work within the industry.

The Level 2 SVQ has got four pathways that cover the mainstreams of work within the game and wildlife industry. All of these have minimal mandatory units to offer the maximum flexibility possible to allow the learner to complete a qualification that is suitable for them. These pathways were identified as suitable for the qualification through working with the industry.

The objectives of the Level 2 Modern Apprenticeship will be to address the following:

1. To increase the skills of the game and wildlife management industry in Scotland by:

- Upskilling those already working in game and wildlife management jobs to ensure that they attain the skills required to be competent in their profession

This will be addressed through:

- The introduction of a Level 2 Modern Apprenticeship and establishing 15 starts on the Level 2 Modern Apprenticeship with immediate effect.

2. Encourage new entrants into the industry and establish 15 starts on the Modern Apprenticeship.

This will be addressed through:

- I. Introducing a Level 2 Modern Apprenticeship to provide progression from schools or for career changers that will allow learners to progress onto the HNC
- II. Increased awareness and promotion of the Modern Apprenticeship
- III. Highlighting the benefits of Modern Apprenticeships to employers
- IV. Providing clear progression and information to higher-level jobs, via Further and Higher Education where appropriate. Career information within game and wildlife management is available on Lantra's website: www.lantra.co.uk/careers

Summary of Framework

Diagram showing the contents of the Modern Apprenticeship in Game and Wildlife Management

Mandatory outcomes

S\NVQ or alternative competency based qualification

The following must be achieved:

Level 2 SVQ in Game and Wildlife Management - learners must complete the qualification:

- Game and Wildlife Management: Deer
- Game and Wildlife Management: Game Rearing
- Game and Wildlife Management: Upland/Grouse
- Game and Wildlife Management: Lowland

Core Skills

• Communication	SCQF Level 4
• Working with others	SCQF Level 4
• Problem solving	SCQF Level 4
• Information and Communication Technology*	SCQF Level 4
• Numeracy*	SCQF Level 4

* All Core Skills except ICT and Numeracy are mapped to the Level 2 SVQ in Game and Wildlife Management and so do not require separate certification. ICT and Numeracy are not mapped and will therefore require separate certification at SCQF Level 4 or above.

Enhancements

The apprentice must achieve:

One or more industry specific certificates appropriate to the apprentice and the business in which he/she works (at least ten hours of training) – further details can be found in the framework section.

Where a certificate has an expiry date, it must be current at the time of completion of the Modern Apprenticeship.

Optional Outcomes

Additional S\NVQ Units/Qualifications/Training

N/A

The Framework

The mandatory and optional content of the Modern Apprenticeship in Game and Wildlife Management is as follows:

Mandatory Outcomes

SVQ(s)

This is a new framework as the Level 2 was previously embedded in the Level 3 Modern Apprenticeship.

Qualifications included:

- G9X1 22: Game and Wildlife Management: Deer
- G9X6 22: Game and Wildlife Management: Game Rearing
- G9X6 22: Game and Wildlife Management: Lowland
- G9X7 22: Game and Wildlife Management: Upland/Grouse

The candidate must achieve all core mandatory units plus the mandatory and the required amount of optional units from the chosen group.

Core Mandatory

Unit Ga2	Monitor game populations and habitat
Unit Ga5	Assist with the management of public relations and access to a sporting estate
Unit CU2	Monitor and maintain health and safety

Group A – Upland/Grouse

In addition to the core mandatory and mandatory units, learners must also achieve a minimum of 1 unit from the optional units within the upland/grouse pathway.

Mandatory

Unit Ga1	Assist in game shooting activities
Unit Ga3	Maintain game populations
Unit Ga4	Assist with heather burning activities
Unit CU46	Control vertebrate pests and predators using traps
Unit CU47	Control vertebrate pests and predators by shooting

Optional

Unit Ga6	Assist in the production of fertile game eggs
Unit Ga7	Assist in the production of game chicks
Unit Ga8	Assist in the care of game chicks
Unit Ga9	Assist the establishment of reared gamebirds in the wild
Unit Ga10	Care for animals used in support of gamekeeping and wildlife management
Unit Ga11	Maintain and improve game and wildlife habitat
Unit Ga35	Assist with the catching of breeding stock
Unit Ga36	Support participants on a shoot day
Unit Ga37	Assisting with game shooting by loading
Unit Ga38	Prepare and carry out shotgun training
Unit CU18	Construct and maintain structures and surfaces
Unit CU27	Maintain equipment and machines
Unit CU41	Handle and care for animals to enable them to work effectively
Unit CU48	Control vertebrate pest populations using chemical means
Unit CU49	Stalk and cull deer
Unit CU50	Prepare deer for human consumption
Unit CU57	Manage fisheries habitat
Unit CU58	Support angling on a fishery
Unit CU59	Implement procedures to protect fisheries

Group B – Lowland

In addition to the core mandatory and mandatory units, learners must also achieve a minimum of 3 units from the optional units within the lowland pathway.

Mandatory

Unit Ga1	Assist in game shooting activities
Unit Ga3	Maintain game populations
Unit CU46	Control vertebrate pests and predators using traps
Unit CU47	Control vertebrate pests and predators by shooting

Optional

Unit Ga4	Assist with heather burning activities
Unit Ga6	Assist in the production of fertile game eggs
Unit Ga7	Assist in the production of game chicks
Unit Ga8	Assist in the care of game chicks
Unit Ga9	Assist the establishment of reared gamebirds in the wild
Unit Ga10	Care for animals used in support of gamekeeping and wildlife management
Unit Ga11	Maintain and improve game and wildlife habitat
Unit Ga35	Assist with the catching of breeding stock

Unit Ga36	Support participants on a shoot day
Unit Ga37	Assisting with game shooting by loading
Unit Ga38	Prepare and carry out shotgun training
Unit CU18	Construct and maintain structures and surfaces
Unit CU27	Maintain equipment and machines
Unit CU41	Handle and care for animals to enable them to work effectively
Unit CU48	Control vertebrate pest populations using chemical means
Unit CU49	Stalk and cull deer
Unit CU50	Prepare deer for human consumption
Unit CU57	Manage fisheries habitat
Unit CU58	Support angling on a fishery
Unit CU59	Implement procedures to protect fisheries

Group C – Deer

In addition to the core mandatory and mandatory units, learners must also achieve a minimum of 2 units from the optional units within the deer pathway.

Mandatory

Unit CU47	Control vertebrate pests and predators by shooting
Unit CU49	Stalk and cull deer
Unit CU50	Prepare deer for human consumption

Optional

Unit Ga1	Assist in game shooting activities
Unit Ga3	Maintain game populations
Unit Ga4	Assist with heather burning activities
Unit Ga10	Care for animals used in support of gamekeeping and wildlife management
Unit Ga11	Maintain and improve game and wildlife habitat
Unit Ga36	Support participants on a shoot day
Unit Ga37	Assisting with game shooting by loading
Unit Ga38	Prepare and carry out shotgun training
Unit CU18	Construct and maintain structures and surfaces
Unit CU27	Maintain equipment and machines
Unit CU41	Handle and care for animals to enable them to work effectively
Unit CU46	Control vertebrate pests and predators using traps
Unit CU48	Control vertebrate pest populations using chemical means
Unit CU57	Manage fisheries habitat
Unit CU58	Support angling on a fishery
Unit CU59	Implement procedures to protect fisheries

Group D – Game Rearing

In addition to the core mandatory and mandatory units, learners must also achieve a minimum of 2 units from the optional units within the game rearing pathway.

Mandatory

Unit Ga6	Assist in the production of fertile game eggs
Unit Ga7	Assist in the production of game chicks
Unit Ga8	Assist in the care of game chicks
Unit CU46	Control vertebrate pests and predators using traps

Optional

Unit Ga1	Assist in game shooting activities
Unit Ga3	Maintain game populations
Unit Ga4	Assist with heather burning activities
Unit Ga9	Assist the establishment of reared gamebirds in the wild
Unit Ga10	Care for animals used in support of gamekeeping and wildlife management
Unit Ga11	Maintain and improve game and wildlife habitat
Unit Ga35	Assist with the catching of breeding stock
Unit Ga36	Support participants on a shoot day
Unit Ga37	Assisting with game shooting by loading
Unit CU18	Construct and maintain structures and surfaces
Unit CU27	Maintain equipment and machines
Unit CU41	Handle and care for animals to enable them to work effectively
Unit CU47	Control vertebrate pests and predators by shooting
Unit CU48	Control vertebrate pest populations using chemical means

Scottish Vocational Qualifications (SVQs) are work-based qualifications, which are based on National Occupational Standards of competence drawn up by representatives from each industry sector. SVQs are made up of units – normally between six and ten – which break a job down into separate functions reflecting the different kinds of activities of a job. SVQs are available at five levels – although most are at level 2 and level 3. When someone has achieved an SVQ, there is a guarantee that they have the skills and knowledge needed to do their job. All Scottish Modern Apprenticeships must contain a relevant SVQ (or NVQ) or equivalent qualification.

Core Skills

Each apprentice is required to achieve the following workplace core skills:

Core Skill	SCQF Level	IMI	SQA	C & G	Edexcel	EDI
Communication	Level 4	F441 04	F426 04	F450 04	F82L 04	F44B 04
Numeracy	Level 4	F443 04	F429 04	F454 04	F830 04	F44F 04
Information and Communication Technology	Level 4	F445 04	F42E 04	F458 04	F834 04	F44K 04
Problem Solving	Level 4	F447 04	F42J 04	F45C 04	F838 04	F44P 04
Working with Others	Level 4	F449 04	F42N 04	F45G 04	F83D 04	F44V 04

Please refer to the supplementary mapping documents for further details on the mapping of the core units in Level 2 (these can be found on the Lantra website). All Core Skills except ICT and Numeracy are mapped to the Level 2 SVQ in Game and Wildlife Management and so do not require separate certification. ICT and Numeracy are not mapped and will therefore require separate certification at SCQF Level 4 or above.

Core Skills are skills and abilities which everyone needs in their work. This is true for every job in every workplace. Core Skills also feature in National Qualifications such as Standard Grades and Highers and from 2000, Scottish candidates have been issued with a Core Skills profile on their Scottish Qualifications Certificate. Candidates who have already been certificated as achieving Core Skills at the levels given above – either in the workplace or at school or college - do not need to repeat these Core Skills as part of the Modern Apprenticeship Framework.

Enhancements

All learners must complete one of the following (the following courses must be accredited [e.g. City and Guilds, SQA], legislative or nationally recognised occupational. If you need further guidance please contact Lantra) If the course you wish to complete is not on the list then it must be at least 10 hours of learning and meet the requirements, therefore you must contact Lantra at the beginning of the Modern Apprenticeship.

- Emergency first aid; one-day course approved by Health and Safety Executive (HSE)*
- All terrain vehicle handling
- Game meat hygiene
- Vertebrate pest control
- Snaring and safe use of snares
- Assisting Shooting (Loading) – Level II award
- Safe Use of Pesticides PA1* Foundation Module
- Safe Use of Pesticides PA6* Handheld Applicator
- Certificate of Competence in Brushcutting Operations
- Certificate of Competence in Safe Use of Chainsaws
- Map reading (sector approved)
- Safe use of rodenticides
- Safe use of aluminium phosphate for the control of rabbits, moles and rats
- Sporting Rimfire Rifle: Safety, Theory and Practice – Level II Award
- Fox Control Centre Fire Rifle: Safety, Theory and Practice– Level II Award
- Shotgun Coaching – Level II Award
- Field Shotgun: Safety, Theory and Practice – Level II Award
- Shoot Organisation and Management: Risk Assessment and Health and Safety Shotgun
- Coaching – Level III Award
- Sporting Rifle: Planning and Application – Level III Award
- Tractor driving
- Emergency Response and First Aid for Shooting Related Industries - Level II Award
- Pest Control (Rim Fire Rifle) Safety, Theory and Practice – Level 2

Where a certificate has an expiry date, it must be current at the time of completion of the apprenticeship.

*There are many emergency first aid courses that have been credit and levelled on the Scottish Credit and Qualification Framework (SCQF). For information on these courses please refer to the SQA website www.sqa.org.uk.

Optional Outcomes

N/A

Registration and certification

This Scottish Modern Apprenticeship is managed by (Name of SSC). The SSC is the first point of contact in Scotland for any enquiries in relation to the Framework. Contact details:

Lantra
Lantra House
Stoneleigh Park
Coventry
Warwickshire
CV8 2LG

Telephone: 02476 696996

The SSC will register all Scottish Modern Apprentices undertaking this Framework. **All Modern Apprentices must be registered with the SSC within 8 weeks of starting their apprenticeship.** Registration can be made by completing the Sample Training Plan and Sample Training Agreement in Appendix 3 and sending these to the above address or completing the online registration system (MA Online, www.maonline.org.uk). In the case of MAs which receive funding it is acceptable for the Skills Development Scotland Training Plan to be used on the condition that it includes all relevant information as set out in the MA Training Plan.

The SSC will issue a Modern Apprenticeship Certificate of Completion to those Modern Apprentices who have completed the mandatory outcomes of the Framework. Before a certificate is issued, training providers must submit evidence to the SSC that the mandatory outcomes have been achieved. This will normally be in the form of photocopies of certificates from awarding bodies.

Requests for registration and certification should be made to the SSC at the address above.

SSC Service level

The SSC undertakes to confirm the registration of candidates in writing within eight weeks of receipt of the relevant Training Plan and Training Agreement. Each candidate will be issued with a unique registration number.

The SSC also undertakes to issue Certificates of Completion within four weeks of receipt of the appropriate evidence that a candidate has completed the outcomes as stated in the Training Plan.

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Recruitment and selection

The recruitment and selection of Modern Apprentices is primarily the responsibility of the employer. However, the following guidance is given:

- Employees may enter a Modern Apprenticeship from the age of 16. There is no upper age limit.
- The Modern Apprenticeship is designed to attract high quality people to the industry. Achievement of academic qualifications is one way of assessing the suitability of applicants. However it should be stressed that no persons should be deterred from applying for a Modern Apprenticeship because of a lack of formal educational qualifications. As well as traditional qualifications such as Standard Grades and Highers, employers should also be aware of newer vocational qualifications or vocational activity undertaken outwith an academic institutions, such as volunteering activity.
- The following factors may also influence the selection process:
 - performance during a formal interview process
 - references
 - relevant work experience
 - trial observation period.
- Employers should be aware of the nature, relevance and quality of foreign qualifications and make appropriate allowances concerning entry requirements.
- In order to promote and maintain the high status of the Modern Apprenticeship within the industry all literature distributed for recruitment purposes should emphasise the high standards of achievement expected of the candidate.
- Employers may wish to contact the SSC for advice and guidance on recruitment and selection.

There are no specific entry requirements to enter the Game and Wildlife Management Modern Apprenticeship, however, there are some qualifications and/or experience that will help learners prior to starting:

- National Certificate in Gamekeeping
- Standard Grades
- Have previously worked in, or are working within the industry

An Apprentice should:

- Be able to attend off-the-job training
- Have an interest in and enjoy working with game species and outdoors
- Have worked in, or experience of working in the industry
- Have a positive attitude towards learning

Equal opportunities

Modern Apprenticeships should ensure that there is equality of opportunity for all and any barriers (real or perceived) are addressed to support anyone seeking to enter employment to undertake the Modern Apprenticeship.

All MAs supported by Skills Development Scotland must conform to any contractual requirements on equal opportunities. All employers of Modern Apprentices should have an Equal Opportunities policy statement.

Health and Safety

All aspects of health and safety at work must be recognised within the delivery of this Modern Apprenticeship Framework and all statutory requirements be adhered to.

It is a key aspect of the induction period of the Modern Apprenticeship that apprentices are fully informed both of the regulations and that they and their employers are bound by these regulations. Modern Apprentices should be made aware of their rights and duties with regard to health and safety.

All Modern Apprentices supported by Skills Development Scotland will be required to satisfy the adequacy of SDS's Health and Safety policy and systems.

Contracts

The following three contracts are essential to the successful outcome of the Modern Apprenticeship programme:

- 1 Contract of employment signed by the employer and the Modern Apprentice.
- 2 SSC Training Agreement - this agreement outlines the basis of the modern apprenticeship, refers to the contract of employment and includes Health and Safety responsibilities.

- 3 SSC Training Plan - this plan outlines the selected outcomes and the expected duration of the apprenticeship. In cases where funding is offered by a SDS area office, the SDS Training Plan will be sufficient on condition that it contains all relevant information as set out in the MA Training Plan at Appendix 2. Training Plans may be modified to reflect changing circumstances; however it is essential that the SSC is notified of any changes.

Employment status of Modern Apprentices

It is important that the sector offers genuine employment and career prospects to those people it wishes to attract through Modern Apprenticeships. Accordingly, **all apprentices must be employed for the duration of the apprenticeship.**

Terms and conditions of employment

In order to compete with other sectors offering Modern Apprenticeships, attractive packages will need to be developed by employers in the sector. The terms and conditions of employment for individual Modern Apprentices will be agreed between the employer and the apprentice and should form the contract of employment.

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Training and development

Delivery

Training delivery can take many forms under the Modern Apprenticeship system. Some organisations may become approved S/NVQ Assessment Centres; others may join a consortium or use peripatetic assessors. Some large employers will be able to complete all the training and development in-house, but most employers will find that some of the training and development will have to take place away from the normal workplace. In particular the underpinning knowledge requirements are often more suited to delivery by outside training providers which might include:

- private training organisations
- colleges/universities
- other employers

Such knowledge could be delivered through training courses or through open/distance learning packages.

The option of sharing training and assessment resources amongst a cluster of employers (or across the divisions of a larger employer) will be particularly appealing to those firms which do not have the resources to provide all of the training and development. Assessment can be provided by these bodies, but the assessors and the training centre must be approved by the awarding bodies for the S/NVQ and Core Skills where appropriate.

Current provision

The list below shows the current provider delivering the SVQ and planning to deliver the Level 2 Modern Apprenticeship framework:

The North Highland College

Caithness

Lantra are working with providers who have previously delivered the game and wildlife management qualifications and some new providers. Therefore this is a working list that we are working to increase. Please contact Lantra for an up-to-date list.

The SSC training plan

The plan is required to identify:

1. The selected Framework outcomes, specifying whether or not separate certification of the Core Skills is being sought.
2. A summary of the Modern Apprentices accredited prior learning
3. A timetable for achievement of the selected Framework outcomes linked to regular progress reviews.

The Training Plan should take into account any relevant previous training and development, education or work experience. Not all Modern Apprentices need have different plans, but many will vary. Moreover as reviews take place and circumstances change so the plan itself can be modified.

However any changes must:

- be subject to the quality provisions of Skills Development Scotland (if the MA is being financially supported)
- comply with the stipulations of this Framework
- meets the needs of the employer and apprentice.

A sample Training Plan is provided at Appendix 3 of this document, however, for those Modern Apprentices funded by SDS area office it is sufficient to submit the Skills Development Scotland Training Plan on condition that it covers the same information required in the MA Training Plan.

Consultation Process

The Level 3 Modern Apprenticeship has been in place since August 2004. In late 2008 it was identified that a full review was necessary as the framework was out of date and needed to be brought in line with industry's current needs. A series of formal consultative activities have therefore since taken place:

- In November 2008 the Game and Wildlife Management industry representatives met to discuss the current Modern Apprenticeship framework and uptake and how to move forward with the Modern Apprenticeship development.
- Following the Steering Group, a postal and online survey was conducted during November and December 2009, with the aim of establishing the relevance, awareness and value of the Game and Wildlife Management Modern Apprenticeship framework in Scotland. There were two target audiences with the questionnaire:
 1. Training providers
 2. Employers
- These two surveys were tailored to the Modern Apprenticeship under review and were available through the following methods:
 1. Online completion and electronic return
 2. Hard copy faxed/posted
 3. Industry groups and qualification meetings held at Lantra Head Office and Perth Office
- The questionnaires were then distributed via the industry group, virtual group and key stakeholders including training providers, employers and others. Scottish partnership managers also issued the questionnaire to their local employers for completion.
- Questionnaires were collated and analysed and the results were taken to the working groups to ensure that the feedback was incorporated during the review.
- A working group was held on 23rd February 2010 at Lantra offices in Perth to discuss and agree the SVQ structure and the components of the Modern Apprenticeship. There were 16 different organisations/companies, some of which were trade associations representing employers and businesses in the Sector, e.g. BASC and Deer Commission Scotland.
- The outcome of this meeting was that industry supported the introduction of a Level 2 Modern Apprenticeship that would give learners the opportunity to enter the industry and progress within it. The group provisionally agreed the SVQ and the Modern Apprenticeship components.
- The working group were unable to reach an agreement as to whether there was a need for a Level 3 Modern Apprenticeship as it was suggested that the SVQ Level 3 was not the preferred progression route for the industry and that majority of learners would progress onto a HNC in Game and Wildlife Management. Lantra therefore decided to agree the Level 2 structure and at a later stage to carry out further consultation regarding the Level 3 Modern Apprenticeship.

- The final framework then went out for consultation throughout August and September 2010 with stakeholders (including providers, trade associations and employers) via the trade associations, Internet, emails and Lantra's team in Scotland. From this we received 28 completed questionnaires from industry.
- Throughout September and October 2010, industry worked with SQA and Lantra to SCQF all units of NOS.
- In December 2010 following the consultation, the steering group that oversees all framework reviews within phase 3 reviewed the framework documentation to ensure that the Modern Apprenticeship was reflective of industry's feedback and fit for purpose.
- The majority of feedback was very positive. Comments made were reviewed and the final framework completed. Industry indicated that the Level 2 Modern Apprenticeship would attract learners and employers and that the framework will offer an important step in the progression route into industry.
- From the consultation the industry agreed that the enhancements were very flexible allowing apprentices to complete the most appropriate qualification for their needs.
- In early 2011 the Level 2 Modern Apprenticeship was ready to submit for approval, however the Level 3 development was not completed. We therefore decided to wait for the Industry Group Meeting on June 16 2011 to request group members to sign off the Level 2 MA and agree to carry out further research into the continuation of the Level 3 MA.
- Regular consultation with SQA has been held via telephone/email discussions on a regular basis.

The results of the consultation exercises indicated that:

- There should be a Level 2 Modern Apprenticeship framework
- Core skills should be at SCQF Level 4 for the Level 2 Modern Apprenticeship
- Core skills should be embedded where possible and should not require separate certification
- The competence-based qualification within the Level 2 Modern Apprenticeship should be the SVQ 2 in Game and Wildlife Management at SCQF Level 5
- The progression route from the Level 2 Modern Apprenticeship should be the SVQ 3 or HNC.
- Additional enhancements for the Level 2 Modern Apprenticeship: learners should complete an accredited, legislatively or occupationally recognised test (a list of suggestions is provided)

The consultation with industry has been positive and they fully support the framework.

Career progression

Following the completion of the Level 2 Modern Apprenticeship, candidates should be able to achieve positions in areas such as:

Related jobs at Level 2	Brief description of responsibilities	Pathway
Under-keeper/beat keeper	Will work under the direction of a head keeper, but will generally have their own areas and dependent game populations to look after. They will also work as part of a team on all general game and wildlife management tasks and duties and take some responsibility to organise and run shooting operations.	Upland/Grouse, Lowland
Game farm worker	Will work under the direction of a game farm manager and carry out all practical tasks involved in the operation and management of paying stock, incubation and hatching, rearing and delivery of game birds reared for release into the wild.	Game rearing
Under-stalker/ghillie	Under-stalkers work under the direction of a head stalker, but generally have their own responsibilities too. They will also work as part of a team on all general deer management tasks and duties and may take some responsibility to organise and operate commercial stalking operations.	Deer, Upland/Grouse, Lowland

Modern Apprenticeships provide people with a sound foundation for further learning and development of their careers. Career paths lead to higher levels of expertise and professionalism and can lead to careers in management within the environmental and land-based sector.

There are progression opportunities from the Level 2 Modern Apprenticeship to the HNC. Each route within the Level 2 Modern Apprenticeship offers a broad knowledge to allow progression into a more specialised HNC.

For those who wish to continue their development of skills and qualifications beyond the HNC, opportunities exist to progress to Higher Education onto a range of Degrees (BSc or BA depending upon the chosen course). Courses could include:

- BSc Environmental Conservation
- BSc Conservation Biology
- BSc Wildlife Management

For learners who wish to continue their development of skills and qualifications beyond Degree level, opportunities exist to progress further to courses such as a Postgraduate Diploma (PGDip) Master's Degree (MSc/MRes), which could include:

- MRes Ecology
- PGDip/MSc Conservation and Land Management

Some useful websites to visit regarding Higher Education are: www.ucas.co.uk or www.prospects.ac.uk. Both of these have information about courses and providers along with specific information on entry requirements.

Apprentices looking to progress within their employment from the Modern Apprenticeship may be able to work towards managerial positions such as game farm manager, head stalker or single-handed gamekeeper/head keeper. Progression will be dependent upon the qualifications and experience an individual possesses, as achievement alone of the Level 2 Modern Apprenticeship does not guarantee entry to these opportunities.

Further information on careers in the game and wildlife management industry including job profiles, progression maps and case studies can be found at: www.lantra.co.uk/careers.

Appendices

APPENDIX 1

Stakeholder Responsibilities

Many organisations and individuals share the responsibility for ensuring that the Modern Apprenticeship programme is implemented to the highest possible standard. They include:

- Awarding Bodies
- Employers
- Modern Apprentices
- Modern Apprenticeship Group (MAG)
- Sector Skills Councils (SSCs)
- Skills Development Scotland
- Training Providers

Role of the Sector Skills Councils

SSCs are responsible for developing Modern Apprenticeship Frameworks and are required to work with employers in their sectors to ensure that all Frameworks meet the needs of employers in their sectors.

For details on your sector's SSC visit www.sscalliance.org.uk

Role of Skills Development Scotland

MA frameworks are used by employers as part of their workforce development to train new employees and up-skill existing members of staff. They can be (and often are) used regardless of whether financial support is available from the delivery body who currently provides a 'contribution' towards the cost of delivery. However, only approved MA Frameworks will be eligible for funding support from Skills Development Scotland who should be contacted to establish the availability and level of support for each MA Framework.

Further information is available from www.modernapprenticeships.com

Skills Development Scotland, under the Careers Scotland brand, provides advice and guidance to individuals on the range of Modern Apprenticeships and training providers available. Individuals are signposted to opportunity providers who offer training in the vocational areas of interest.

Responsibilities include:

- Supporting the Modern Apprentice with ongoing Career Planning advice
- Signposting candidates to suitable vacancies
- Promoting the Modern Apprenticeship route on Career Scotland branded website
- Facilitating recruitment events that bring together jobseekers and opportunity providers

Role of the Awarding Bodies

A significant proportion of the Modern Apprenticeship is based on the assessment of the apprentice against S/NVQs or S/NVQ units. These qualifications are accredited by the SQA Accreditation and the Office of the Qualifications and Examinations Regulator (Ofqual) and are offered by Awarding Bodies.

It is the responsibility of the Awarding Bodies to ensure that centres are approved, that assessors and verifiers are suitably qualified, trained and monitored, and that all of the assessment criteria of the S/NVQs and S/NVQ units are fully met.

Role of the Training Provider

The role of the training provider is important to the success of the Modern Apprenticeship. A training provider can be a further education college, a private or voluntary training company or in some cases the employer themselves or employer partnerships.

Training Providers are responsible for:

- Confirming an appropriate MA programme for candidates
- Agreeing the training needs of the candidates
- Agreeing roles and responsibilities for on the job training
- Agreeing where off the job training will be required and defining roles and responsibilities for this with relevant parties
- Ensuring trainee/candidate has access to the best quality training opportunities available

- Ensuring that the Modern Apprentices and employers fully understand the principles and processes of competence-based assessment
- Registering of MA candidates with the relevant SSC (and Skills Development Scotland if appropriate).
- Compiling and agreeing assessment schedules/assessment plans
- Judging performance evidence
- Completing assessment records
- Reviewing candidates progress at regular intervals
- Submitting records and evidence for moderation
- Advising the Modern Apprentice who to approach for support, advice, encouragement and in case of complaint

Role of Modern Apprenticeship Group (MAG)

MAG is an independent group drawn from key stakeholders involved in the management and delivery of the Modern Apprenticeship programme in Scotland.

MAG is responsible for:

- Approval and re-approval of MA Frameworks
- De-approval of MA Frameworks
- Overseeing the generic marketing thrust of the MA programme in Scotland
- Encouraging best practice across MA Frameworks and sectors

Role of the Employer

Employers' responsibilities include:

- Paying all Modern Apprentices in accordance with company policy and in line with current legislation
- Agreeing roles and responsibilities for on the job training
- Agreeing where off the job training will be required and define roles and responsibilities for this with relevant parties
- Highlighting opportunities for the Modern Apprentice to demonstrate competence
- Meeting with Trainers, Assessors, Verifiers and the Modern Apprentices to review progress
- Witnessing candidate performance and verifying evidence

- Releasing Modern Apprentices for college/off-the-job training in line with training plan
- Ensuring the experience, facilities and training necessary to achieve the outcomes of the training plan.
- Supporting and encouraging Modern Apprentices and rewarding achievement
- Taking responsibility for the Health & Safety of Modern Apprentices.

Role of the Modern Apprentice

Modern Apprentices have the same responsibilities to their employer as any other employee. In addition they have a range of commitments to their training programme.

Modern Apprentices' responsibilities include:

- Observing the company's terms and conditions of employment
- Agreeing a training/development plan with all parties involved
- Undertaking development in line with agreed training plan
- Attending meetings with trainers, assessors and verifiers as required
- Attending college/off-the-job training where required
- Providing evidence of competence
- Developing a collection of evidence (portfolio) and retain ownership of this throughout
- Behaving in a professional manner throughout

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APPENDIX 2

Modern Apprenticeship Centres (MACs)

Modern Apprentices may only be registered through organisations approved by the SSC to deliver this Framework. Such approved organisations are called Modern Apprenticeship Centres (MACs)

The MAC may be the employer of the apprentice or a separate organisation such as a training provider, further education college, a private or voluntary training company or in some cases the employer themselves or employer partnerships.

In order to be approved, organisations must make a formal application to the SSC, seeking approval and establishing that the centre satisfies the following criteria:

Either

1 be approved by an appropriate Awarding Body as a centre for the assessment of the relevant S/NVQ(s) (and Core Skills if these are being separately certificated)

or

2 be capable of demonstrating a contractual relationship with another approved centre for the assessment of those units for which the MAC does not have approval from an appropriate Awarding Body.

In addition

The SSC will maintain a database of MACs for the delivery of the Framework within Scotland, which will be available to employers and others.

Organisations wishing to become MACs who have yet to obtain the necessary Awarding Body approval for assessment should first contact the Awarding Body direct.

Organisations wishing to be accredited with SQMS (or other appropriate quality system) should contact Skills Development Scotland.

In addition to the assessment of the Modern Apprentice against the relevant standards set by the selected Framework outcomes, the MAC has responsibility for:

- Entering into a formal training agreement with the employer and Modern Apprentice
- Registering Modern Apprentices as candidates for the relevant S/NVQ(s) and other selected units with the appropriate Awarding Body
- Registering Modern Apprentices with the SSC
- Applying for the final 'Certificate of Completion' on behalf of Modern Apprentices
- Informing the SSC of any material alterations to Modern Apprentices' training plans or desired changes to the selected Framework outcomes.

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APPENDIX 3



MODERN APPRENTICESHIP SAMPLE TRAINING AGREEMENT

This Training Agreement is entered into by:

<i>Name of Employer:</i>	
<i>Name of Modern Apprentice:</i>	
<i>Name of Modern Apprenticeship Centre:</i>	

The **Employer’s responsibilities** are to:

- 1 employ the modern apprentice subject to the employer’s usual terms and conditions of employment;
- 2 provide the modern apprentice with the facilities, training and work place opportunities necessary to achieve the selected Framework outcomes specified in the apprentice’s personal training plan;
- 3 pay the modern apprentice an agreed salary which reflects the obligations of the employer and the opportunities for the apprentice;
- 4 in the event of the employer becoming unable to retain the modern apprentice after completion of the apprenticeship, to use reasonable endeavours to secure employment elsewhere;
- 5 in the event of the apprenticeship being terminated prematurely by either the employer or modern apprentice for any reason other than dismissal for unsatisfactory performance or misconduct, to use reasonable endeavours to secure employment and continuation of this apprenticeship elsewhere;
- 6 operate a formal Health and Safety policy and undertake the necessary legal and contractual responsibilities for health and safety of the modern apprentice; and
- 7 operate an Equal Opportunities policy which meets all legal requirements.

The **Modern Apprentice’s responsibilities** are to:

- 1 work for the employer in accordance with the agreed terms and conditions of employment;
- 2 undertake training, attend courses if required, keep records, and take assessments to be determined by the employer and/or Modern Apprenticeship Centre, and carry out such work as may be required in order to achieve the selected Framework outcomes specified in the apprentice’s personal training plan;

- 3 be diligent, punctual, behave in a responsible manner and in accordance with the requirements of Health and Safety legislation relating to the apprentice’s responsibilities as an individual; and
- 4 promote at all times the employer’s best interests.

The **Modern Apprenticeship Centre’s responsibilities** are to:

- 1 agree the content of the modern apprentice’s personal training plan as confirming that the selected Framework outcomes and training plans meet the criteria of this modern apprenticeship
- 2 contract with the employer to provide the training and assessment necessary to enable the modern apprentice to achieve the selected Framework outcomes specified in the apprentice’s personal training plan; and
- 3 use its best endeavours to ensure that the employer provides the modern apprentice with the facilities, training and work place opportunities necessary to achieve the selected Framework outcomes specified in the apprentice’s personal training plan.

This agreement to be signed by all parties:

Employer		Date:
Modern Apprentice <i>(or Parent/Guardian, if under 18)</i>		Date:
Modern Apprenticeship Centre		Date:



MODERN APPRENTICESHIP TRAINING PLAN

The Modern Apprenticeship Centre

Name:
Address:
Telephone:
Contact:

The Modern Apprentice

Full name:
Home address:
Work address:
Date of birth:

The Employer

Name:
Address:
Telephone:
Contact:

The Local Enterprise Company *(if applicable)*

Name:
Address:
Telephone:
Contact:

Framework selected outcomes
Mandatory outcomes

S\NVQ Level (<i>please identify level</i>) <i>(List mandatory and optional units)</i>		Tick units being undertaken	SCQF Level	SCQF Credit Points
S\NVQ level (<i>please identify level</i>) <i>(List mandatory and optional units)</i>				
Enhancements				

Core Skills <i>(Include details of the minimum level required)</i>		Tick units being undertaken	SCQF Level	SCQF Credit Points
1	Communication			
2	Working with others			
3	Numeracy			
4	Information technology			
5	Problem Solving			

Optional outcomes

Additional units (if any) <i>These are optional and should reflect the individual training needs of the Apprentice</i>	Tick units being undertaken	SCQF Level	SCQF Credit Points
(specify unit)			
(specify unit)			
(specify unit)			
(specify unit)			

Summary of Modern Apprentices accredited prior learning:

If you require assistance in completing this form, please contact:

Lantra
 Lantra House
 Stoneleigh Park
 Coventry
 Warwickshire
 CV8 2LG

 Telephone: 02476 696996

Lantra

Lantra is the Sector Skills Council supporting skills, training and workforce development for businesses in the environmental and land-based sector. We are committed to helping everyone access the training, qualifications, skills and knowledge they need for business success and to develop their career.

We are an independent, UK-wide organisation that is owned and managed by our industries, which are grouped around land management and production, animal health and welfare and environmental industries.

We lead the way in understanding our industries' future skills and business needs. We work together with trade organisations, unions, training providers, governments and many more to maximise investment in skills.

www.lantra.co.uk
024 7669 6996

LANTRA Environmental and land-based skills

Telephone: 024 7669 6996 Facsimile: 024 7669 6732 Email: connect@lantra.co.uk

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Registered office: Lantra House, Stoneleigh Park, Nr Coventry CV8 2LG



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