

APPRENTICESHIP INFORMATION EVENT

Friday 24th January 2020 at Don Valley House, Sheffield

AGENDA		
TIME	TOPIC & DISCUSSION	SPEAKER
10:00 – 10:30	REGISTRATION AND REFRESHMENTS	
10:30 – 10:45	Welcome and housekeeping: <ul style="list-style-type: none"> • Welcome • Fire • Toilets 	Caroline Brash Training, Events and Business Development Manager, NOE CPC
10:45 – 11:30	Looking at processes and options <ul style="list-style-type: none"> • Which DPS? • Choices • How to access What is an Apprenticeship? (focus on procurement) <ul style="list-style-type: none"> • What does that mean to me? • What if? • What is an 'Up-skiler'? • Focus in on Knowledge, Skills and Behaviours 	Elaine Morris Talent Development Manager/ Trailblazer Chair: Procurement & Supply Level 3 & 6, LPP Caroline Brash NOE CPC
11:30 – 12:15	Workshop <ul style="list-style-type: none"> • Levy overview • Apprenticeship benefits • How an apprenticeship works (structure) • What Apprenticeships are available? • Next Steps 	Jo Third Learning & Organisational Development Lead - Vocational and Compulsory Training, Leeds and York Partnership NHS Foundation Trust
12:15 – 13:00	Apprenticeships - Why it's important to increase our skills and abilities <ul style="list-style-type: none"> • Apprenticeships and the NHS Long Term Plan • Career Pathways • Collaborative Working • Employing Apprentices 	Jennifer Stone Talent for Care Relationship Manager – Apprenticeships, London Health Education England
13:00 – 13:30	LUNCH	

13:30 – 14:00	Presentation/ Golden Nuggets TV <ul style="list-style-type: none"> Up-skillers and Graduate Apprentices 	Elaine Morris LPP Ian Andrews Director of Technical Services, NOE CPC Apprentices and Up-skillers
14:00 – 14:30	Questions, thank you and next steps	Elaine Morris/ Caroline Brash

VENUE INFORMATION

Don Valley House
Savile Street East
Sheffield
S4 7UQ

INFORMATION FOR DRIVERS

Normally it is possible to find a space in the car park at Don Valley House; however it can get very busy at times and there have been occasions when the car park has filled up very early in the morning. Therefore please note the following information about car parking at Don Valley House:

- *Please ensure that cars are parked only in the designated area.*
- *If there are no spaces available, there is off street parking around the area.*
- *There is an area in the car park that is clearly signposted indicating that it belongs to the adjacent building. This car park is located on the right hand side as you exit the gates to the rear of the building which leads onto the dual carriageway. You are at risk of being blocked in if you park here.*
- *NHS Property Services do not manage the car park and will not become involved in any disputes between visitors and the adjacent tenant.*
- *Disabled car parking spaces are available and are only to be used by Blue Badge holders.*
- *NHS Property Services, its tenants, or the landlord do not accept any responsibility for vehicles parked in the car park.*