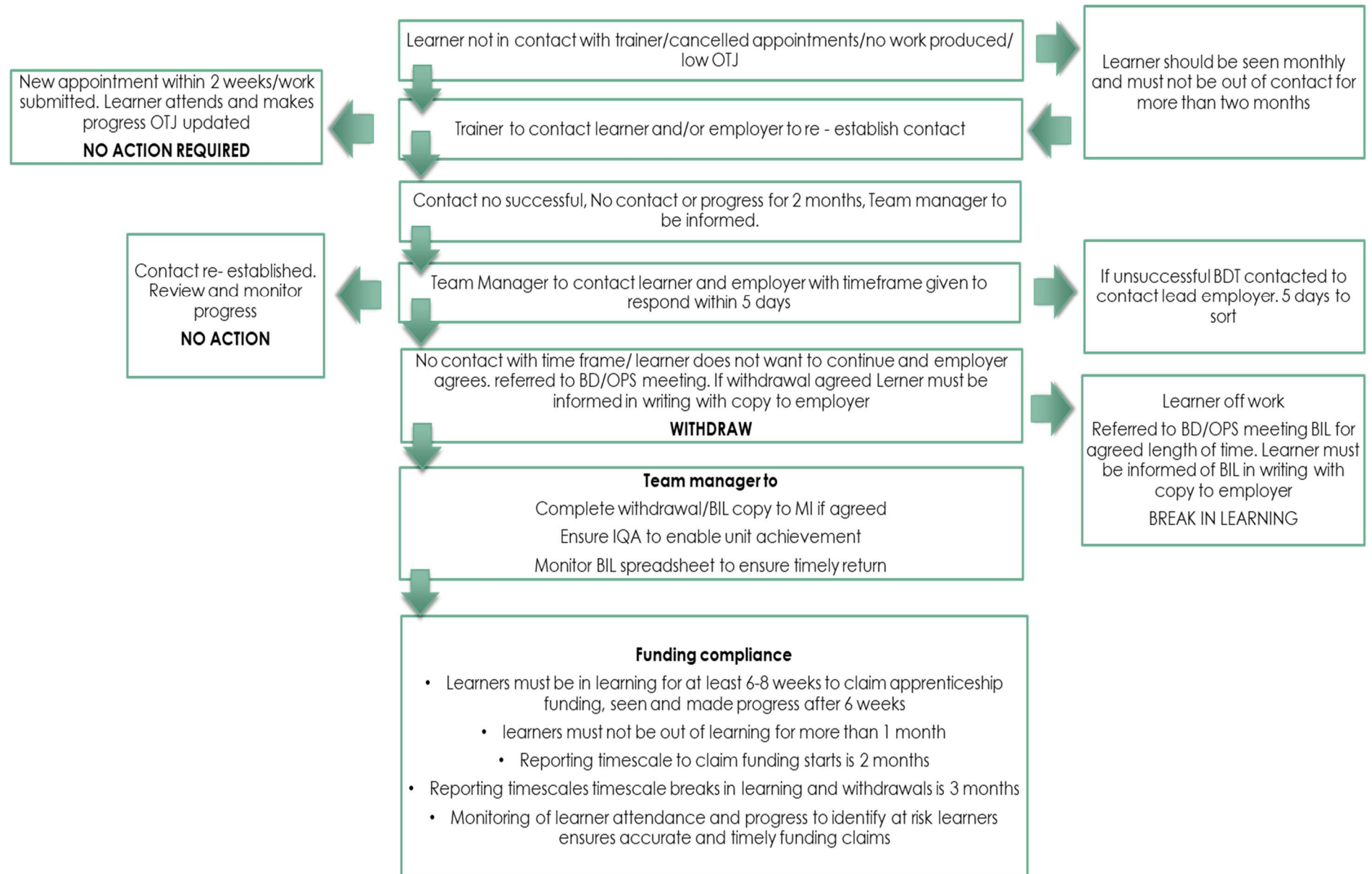


# At Risk Learners



## At Risk Learners

Example 1 Joan started her apprenticeship on 10/10/23. She cancelled appointment on 10/11/23 and has submitted no work. Trainer contacted and arranged short 1 hour meeting on 17/11/23. Joan did not attend. Actions • Trainer contacts Employer to clarify commitment • Joan to have meeting and produce work within 5 days • Does not attend- team manager informed-non start to be confirmed with employer • Attends and produces work- continues

Example 2 John started his apprenticeship on 10/07/23. He cancelled appointment on 10/11/23 and has submitted no work. Trainer contacted and arranged short 1 hour meeting on 17/11/23. John did not attend. Actions • Trainer contacts Employer contacted to clarify commitment • John to have meeting and produce work within 5 days • Does not attend- team manager informed • Team Manager contacts learner and employer • Meeting agreed • John attends and produces work- continues • John does not attend, sends no work • BDT contacts employer to reengage • John attends and produces work- continues • John does not attend, sends no work- withdrawal

Example 3 Christine started her apprenticeship on 10/03/23. She attended appointment on 10/11/23 but had submitted no work. She is only on 20% progress and has not been recording OTJ. • Trainer and Christine agreed she must submit work in next 5 days • Christine does not submit work agreed • Team manager informed • Team Manager contacts learner and employer • Meeting agreed • Christine attends and produces work- continues • Christine attends but has done no work - BDT contacts employer to reengage • Christine attends and produces work- continues • Christine does not attend, sends no work- withdrawal