



## **GOLDSMITHS' COMPANY APPRENTICESHIP SCHEME BECOME A GOLDSMITHS' COMPANY MASTER (EMPLOYER) APPLICATION FORM – MIDLANDS**

### **OVERVIEW** - *Please retain for your reference*

The Goldsmiths' Company Apprenticeship Scheme (GCAS) exists to support young people while they train and develop their technical and hand skills in order to become a valuable member of the silversmithing, jewellery or allied trades. A decision has been taken to expand the scheme outside of the South-East via a pilot in the "Midlands" an area stretching from Lincolnshire, via Leicestershire to the West Midlands. The Apprentice Expansion Pilot (AEP) is looking for potential apprentices and Masters (employers) that meet our criteria below. The AEP will be managed and delivered by the Goldsmiths' Centre on behalf of the Goldsmiths' Company and it shall have sole discretion about who is accepted onto the pilot.

If you are interested in becoming a Goldsmiths' Company Master or employer in the Midlands and meet our criteria for inclusion in the pilot, then please complete the form below to register your interest. Please return completed forms to: [Professional.Training@goldsmiths-centre.org](mailto:Professional.Training@goldsmiths-centre.org)

Applications to the Goldsmiths' Company Apprenticeship Scheme being piloted in Lincolnshire, Leicestershire and the West Midlands has two deadlines based on your potential apprentice's employment status:

- For potential apprentices already employed by their potential Master, applications close on **Tuesday 31 March 2020**.
- For potential apprentices who have recently completed or are due to complete a related practical qualification at Level 3 or above, applications close on **Tuesday 30 June 2020**.

Please note, there are 4 places on the pilot scheme this year and a period of probation (see below for further information) is required before applicants can be formally accepted on to the pilot. For more information on the AEP Project please see our website at: <https://www.goldsmiths-centre.org/courses/become-master-midlands/>

### **ELIGIBILITY**

The Apprenticeship Expansion Pilot accepts applications from:

- Employers, or Masters who are already a Freeman of the Goldsmiths' Company.
- Workshops must be based in the area covered by the AEP project e.g. Lincolnshire, Leicestershire or the West Midlands.
- Masters, or employers, who have a prospective apprentice that will have completed a minimum of 12 months continuous employment with you by October 2020.
- Masters, or employers, who are looking to recruit a prospective apprentice with successful accredited prior learning in an associated specialism at Level 3 or above and be available to undertake a minimum of three months' probation with you before the end of October 2020.

If your situation is different to that described above but you are interested in taking on an apprentice, please contact the Professional Training team to discuss further via phone on 020 7606 7650 or email at: [professional.training@goldsmiths-centre.org](mailto:professional.training@goldsmiths-centre.org)



## GOLDSMITHS' COMPANY APPRENTICESHIP SCHEME BECOME A GOLDSMITHS' COMPANY MASTER (EMPLOYER) APPLICATION FORM – MIDLANDS

*Please complete all applicable sections of the application below in full.*

<b>MASTER/FREEMAN DETAILS</b>	
<b>Full Name:</b>	
<b>Will you be responsible for training the apprentice? YES / NO (delete as applicable)</b> If no then please also complete Section 2 below.	
<b>Workshop Telephone Number:</b>	
<b>Mobile Telephone Number:</b>	
<b>Date of your Freedom from the Goldsmiths' Company:</b>	
<b>TRAINER DETAILS (if different to above)</b>	
<b>Full Name:</b>	
<b>Workshop Telephone Number:</b>	
<b>Mobile Telephone Number:</b>	
<b>Number of years of experience within the industry:</b>	
<b>Is the Trainer a Freeman of the Goldsmiths' Company?</b>	Yes / No (please delete as applicable)
<b>Date of Freedom from the Goldsmiths' Company:</b>	
<b>COMPANY DETAILS</b>	
<b>Full Company Name:</b> (if different to above)	
<b>Full Company Address:</b> (if different to above)	

<b>Company Telephone Number:</b> (if different to above)		
<b>Company Website:</b> (if applicable)		
<b>SECTION 3 – WORKSHOP DETAILS</b>		
<b>Number of Employees within Business:</b>		
<b>Number of Craftspeople Employed:</b> (if different to above)		
<b>Dimension of Workshop (SQM)</b> (where training will take place)		
<b>Number of Craftspeople in Workshop:</b> (if different to above)		
<b>Proposed Apprenticeship Pathway:</b> (please refer to Trailblazer Standard for further guidance)	<b>Silversmith</b> <input type="checkbox"/>	<b>Jeweller/Mounter</b> <input type="checkbox"/>
	<b>Setter</b> <input type="checkbox"/>	<b>Engraver</b> <input type="checkbox"/>
	<b>Polisher/Finisher</b> <input type="checkbox"/>	<b>Enameller</b> <input type="checkbox"/>
	<b>CAD/CAM Operator</b> <input type="checkbox"/>	<b>Lapidary</b> <input type="checkbox"/>
<b>Probationary period:</b> Which of the following has the proposed apprentice completed? The following evidence will be required; course information and qualification certificates.	<input type="checkbox"/> Accredited Prior Learning <ul style="list-style-type: none"> <li>• Course:</li> <li>• Qualification:</li> <li>• Grade achieved:</li> <li>• Dates of study:</li> </ul> <input type="checkbox"/> 12 months continuous employment <ul style="list-style-type: none"> <li>• Dates of employment:</li> <li>• Role:</li> </ul> <input type="checkbox"/> Other (please state):	
<b>DECLARATION:</b> Your privacy is important to us. At the Goldsmiths' Centre, we are committed to protecting the privacy and security of our community and applicants. We collect information about you in order to fulfil our public task and provide you with the service(s) you have requested. By being accepted on the GCAS, we will also be sharing your data with the Goldsmiths' Company, the Guildhall and City & Guilds to register for your apprenticeship and qualification. This information is requested in accordance with the terms of the Data Protection Act 2018 and will not be disclosed to any third parties unless specified above.		

So that we can monitor pay trends in the industry we would be grateful if you could complete the table below indicating what you intend to pay your apprentice over their time with you. If the apprentice is currently employed within the organisation you may state current wage and estimate future earnings. This information will be treated as confidential.

<b>PROPOSED APPRENTICE SALARY</b>			
<b>Year 1</b> Per Annum	<b>Year 2</b> Per Annum	<b>Year 3</b> Per Annum	<b>Year 4</b> Per Annum
£	£	£	£

<b>Masters Signature:</b>	<b>Date:</b>
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Deadlines:

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