apprenticeship
FRAMEWORK

Advanced Jewellery Manufacturing, Silversmithing and Allied Trades
(Wales)

Latest framework version?

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Apprenticeships

Advanced Jewellery Manufacturing, Silversmithing and Allied Trades (Wales)

Contents

Framework information

Information on the Issuing Authority for this framework:

Creative and Cultural Skills

The Apprenticeship sector for occupations in arts, cultural heritage, craft and design (also includes music, literature, performing arts and visual arts).

Issue number: 1	**This framework includes:**
Framework ID: FR03091	Level 2 ☐ Level 3 ☐ Level 4-7 ☒
Date this framework is to be reviewed by: 01/08/2016	**This framework is for use in: Wales**

Short description

This higher level apprenticeship (level 4) has been designed with the help of employers to create a non-graduate entry and progression route into jewellery, silversmithing and allied trades. Its aim is to enable learners to progress from the level 3 apprenticeship to become highly skilled workers in their area of specialism.

Higher level apprentices will enhance and refine their skills across their area of specialism Goldsmith/Jeweller, Silversmith, Enameller, Engraver, Gem Setter, CAD/CAM worker, Polisher & Finisher, Jobbing Jeweller/Jewellery Technician, all at advanced level

Contact information

Proposer of this framework

This framework has been developed working in partnership with employers, The Goldsmiths Centre and Holts Academy. It provides progression from the Advanced Level Apprenticeship and has been requested by the Jewellery Industry to enable learners who have completed the level 2 and level 3 frameworks to continue their work-based learning in jewellery and silverware manufacturing.

This framework is supported by the employers involved in the development of the level 2 and level 3 frameworks.

The development has taken place via steering group meetings and email consultation.

Developer of this framework

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Who is making this revision	Sarah Hughes~~N/A~~
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Revising a framework

Why this framework is being revised

Updating the ERR requirements and checking the qualification detailsU~~N/A~~

Summary of changes made to this framework

N/A

Qualifications removed

N/A

Qualifications added

N/A

Qualifications that have been extended

N/A

Purpose of this framework

Summary of the purpose of the framework

An apprenticeship is a job with an accompanying skills development programme under an apprenticeship agreement designed by employers in the sector. It allows the apprentice to gain technical knowledge and a real practical experience, along with functional and personal skills, required for their immediate job and future career. These are acquired through a mix of learning in the workplace, formal off the job training and the opportunity to practise and embed new skills in a real work context. This broader mix differentiates the apprenticeship from training delivered to meet narrowly focussed job needs.

On completion of the apprenticeship the apprentice must be able to undertake the full range of duties, in the range of circumstances appropriate to the job, confidently and competently to the standard set by industry.

There are over 9,000 individuals working in the UK's 1,445 jewellery businesses, including sole traders as well as those in retail. There are many more individuals working in this sector if you include the very large numbers of those in wholesale jewellery manufacture and distribution. The jewellery sector therefore makes a significant contribution to the UK economy. Creative & Cultural Skills is supporting this growing sector by working with employers to create apprenticeship opportunities to address the gaps that currently exists in training and development.

The jewellery sector consists of many designer-makers and although these creative roles are important, what is lacking is young individuals entering the sector in manufacturing and technical areas. This apprenticeship will address the balance.

Through Creative & Cultural Skills' Labour Market Intelligence (LMI) and employer engagement activities, including our sector-specific Blueprint reports written with industry, we have identified skills gaps in specialist areas (such as jewellery manufacturing), alongside generic skills (such as digital skills) and business skills (such as business development skills). The key to resolving these skills shortages is ensuring that the right set of vocational qualifications (including Apprenticeships and Higher Apprenticeships) are in place so that the right supply of skilled individuals can enter the sector.

Specific characteristics of the jewellery industry and issues which this apprenticeship framework will help to address include:

- 65% of the workforce is between 45 and 65 years old. The apprenticeship in jewellery and silversmithing will help generate a younger workforce.
- 87.2% of the jewellery workforce is white. This apprenticeship will help attract individuals to the sector who would not usually access this area of work.

- Only 17.7% of people working in jewellery occupations are qualified to level 4 and above. 23.8% of people in jewellery occupations have no qualifications at all. This apprenticeship will address the gap.

Employers are keen to increase the level of work-based learning in order to change the culture of an over reliance on graduate recruitment to this industry. They have helped to design the qualifications in this apprenticeship framework. This ensures that it meets their current and future skills needs and at the same time, meets the requirements of the Specification of Apprenticeship Standards for Wales (SASW).

Until now there has not been a higher level framework, this is required to enable the learners to progress to an advanced professional standard where they might be able to establish their own jewellery or silversmithing business.

Aims and objectives of this framework (Wales)

The aim of this framework is to attract new people into jewellery, silversmithing and allied trades from a diverse range of backgrounds, equip them with the skills needed to replace those who leave and to provide clear career development pathways for those progressing within the sector.

Objectives of this framework are to:

- Provide a flexible entry route to attract a wider range of individuals into jewellery, silversmithing and allied trades at Level 4
- Increase and strengthen the technical and specialist knowledge base and skills within the sector;
- Provide SMEs and micro-businesses with access to a quality work-based training and development programme to increase business productivity and efficiency;
- Provide opportunities for career progression within jewellery, silversmithing and allied trades for those new to the sector into more skilled positions through further training and development, FE and HE programmes.

Entry conditions for this framework

There is a shortage of young people entering this sector with an interest in and an aptitude for technical skills which are more in line with manufacturing and the engineering industry. Employers are seeking to widen the pool of potential new recruits into the jewellery industry and to create an alternative entry and progression route for the sector.

Employers are particularly interested in those who:

- show a keen interest in working in the sector and have an interest in the engineering, making, producing and design processes
- have technical and creative skills, and/or strong hand-eye co-ordination

Applicants are most likely to have achieved the Level 3 Apprenticeship in Jewellery Manufacturing, Silversmithing and Allied Trades or other relevant qualifications, or may have prior experience that demonstrate the above. However, training providers and employers will use initial assessment to ensure that applicants have a fair opportunity to demonstrate any interests or abilities. Programmes will then be tailored to meet individual needs, recognising any prior qualifications and/or experience.

Level 4

Title for this framework at level 4

Advanced Jewellery Manufacturing, Silversmithing and Allied Trades

Pathways for the framework at level 4:

Pathway 1:   Advanced Jewellery and Silverware Manufacturing
Pathway 2:   Advanced Jewellery Manufacturing Allied Trades
Pathway 3:   Advanced Jewellery Manufacturing CAD/CAM

Level 4, Pathway 1: Advanced Jewellery and Silverware Manufacturing

Description of this pathway

Advanced Jewellery and Silverware Manufacturing Minimum 104 Credits

Entry requirements for this pathway in addition to the framework entry requirements

There are no additional requirements other than the general entry conditions.

Job title(s)	Job role(s)
Senior Manufacturing Jeweller	Involves production of precious metal items by mass production for the commercial market
Senior Jeweller	This involves designing and making a limited series of artifacts often by hand
Senior Goldsmith	Works in gold or silver producing jewellery, hollow forms and objet d'art
Senior Precious Metal Caster	Uses the technique of mass producing replicas of an original pattern in precious metals
Senior Patternmaker	A maker of an original master pattern to produce replicas by precious metal casting methods
Senior Silversmith	Designs and makes a wide range of functional objects, including flatware, cutlery, hollowware (pots, bowls), boxes and trophies in silver
Senior Smallworker	Designs and makes a range of objects, that often include moving parts, box making and watch/clock cases
Senior Silver Spinner	Produces metal spinnings/hollow forms in various material to a given design or specification
Senior Modelmaker	Makes accurate small scale models from precious metals
Senior Mounter	Makes the part of a piece of jewellery in which stones can be set. The mounter has to create a piece of jewellery which is ready and suitable for the setter to place the stone in.

Qualifications

Competence qualifications available to this pathway

N/A

Knowledge qualifications available to this pathway

N/A

Combined qualifications available to this pathway

B1 – Level 4 Diploma in Jewellery and Silverware Manufacturing					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
B1a	601/3222/X	SQA	92	644	N/A

Relationship between competence and knowledge qualifications

The minimum requirement of 10 knowledge credits can be achieved through the units that are mandatory to each of the qualification pathways as follows:

Mandatory to both Jewellery Manufacturing and Silversmithing

Prepare and maintain the general workshop environment for the manufacture of precious metal objects - 2 credits

Research, develop and produce drawn plans for the manufacture of precious metal objects - 5 credits

Mandatory to Jewellery Manufacturing

Form jewellery components using advanced techniques - 5 credits

Join jewellery components using advanced techniques - 4 credits

Implement repairs and restoration on jewellery items - 5 credits

Apply advanced knowledge of metallurgy to the manufacture of precious metal objects - 10 credits

Mandatory to Silversmithing

Form silverware components using advanced techniques - 5 credits

Join silverware components using advanced techniques - 4 credits

Produce spun products using advanced techniques - 5 credits

Produce tools for use in the manufacture of jewellery or silverware items - 7 credits

The minimum requirement of 10 competence credits can be achieved through the units that are mandatory to both pathways as follows:

Mandatory to both Jewellery Manufacture and Silversmithing

Prepare and maintain the general workshop environment for the manufacture of precious metal objects - 2 credits

Research, develop and produce drawn plans for the manufacture of precious metal objects - 8 credits

Essential Skills

An apprenticeship framework must specify as a Welsh certificate requirement the expected achievement levels of Essential Skills in Communication and the Application of Number.

Where Essential Skills qualifications are specified in an apprenticeship framework, the apprenticeship framework must specify the acceptance of a recognised proxy qualification for Communication and Application of Number.

Communication

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Communication achievement above the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for English and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Application of Number

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Application of Number achievement above the minimum SASW requirement?   YES   ☐   NO   ☒

Apprenticeship Certification Wales

If YES, please state the grade/level required for Maths and give a brief **REASON** as to why this is required:

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Enter alternative grade/level requirements and reasons here.
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Inclusion of Digital Literacy (ICT)

Digital Literacy (ICT) is an **optional** framework requirement.

Is Digital Literacy a requirement in this framework?   **YES** ☐ |**NO**   ☒

Digital Literacy (ICT)

Please note that there are currently no acceptable proxy qualifications for Digital Literacy (ICT).

For the current **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Digital Literacy (ICT) achievement <u>above</u> the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for **Digital Literacy (**ICT) and give a brief **REASON** as to why this is required:

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Enter alternative grade/level requirements and reasons here.
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Progression routes into and from this pathway

Progression into the Level 4 Apprenticeship in Advanced Jewellery Manufacturing, Silversmithing and Allied Trades may be from a variety of routes including:

- Level 3 Apprenticeship in Jewellery Manufacturing, Silversmithing and Allied Trades
- Level 3 Diploma in Jewellery and Silverware Manufacturing
- previous work or experience - including a portfolio of evidence
- general or vocational qualifications related to or relevant to this type of work

Progression from the Level 4 Apprenticeship in Advanced Jewellery and Silverware Manufacturing may include:

- Degrees in jewellery, silversmithing or associated areas like design
- Other qualifications relevant to jewellery e.g. art and design
- Foundation degrees in art and design
- General or vocational qualifications related to or relevant to the jewellery industry
- Non accredited programmes and continuing professional development or training

Jobs

Specific roles which would lead on from completion of this framework include:

- Senior Manufacturing Jeweller
- Senior Jeweller
- Senior Patternmaker
- Senior Goldsmith
- Senior Silversmith
- Senior Precious metal caster
- Senior Silver spinner
- Senior Smallworker

- Senior Mounter
- Setting up own business in the industry

For further information about careers in the creative and cultural industries visit: www.creative-choices.co.uk/

UCAS points for this pathway:

N/A

Employee rights and responsibilities

Please note that for Apprenticeship starts from 14/10/2016 onwards ERR is no longer a **mandatory** requirement in all frameworks.

However, it may still be included in some frameworks and where it is not explicitly stated that ERR is not a requirement then confirmation of an Apprentice's ERR achievement will still remain a requirement for Apprenticeship certification purposes.

Is ERR a requirement for this framework?   **YES**   ☐☒   **NO**   ☒☐

> **Commented [SMH3]:** Amended as no longer a requirement from WG

Delivery and assessment

All apprentices MUST receive an induction to the workplace and to the apprenticeship programme.

ERR will be covered through an ERR workbook and relevant induction activity, or the achievement of an appropriate qualification (e.g. Agored Cymru Level 2 Award In Employment Rights and Responsibilities (QCF ref : 600/7776/1) to ensure that the apprentice knows and understands each of the nine national outcomes for ERR as follows:

1. the range of employer and employee statutory rights and responsibilities under employment law and that employment rights can be affected by other legislation as well. This should cover the apprentice's rights and responsibilities under the Equality Act 2010, other relevant equalities legislation and health and safety, together with the duties of employers.
2. procedures and documentation which recognises and protects their relationship with their employer, including health and safety and equality and diversity training as part of the apprenticeship
3. the range of sources and information and advice available to them on their employment

rights and responsibilities, including Access to Work and Additional Learning Support
4. the role played by their occupation in their organisation and industry
5. has an informed view of the types of career pathways that are open to them
6. the types of representative bodies and understands their relevance to their industry and organisation and the main roles and responsibilities
7. where and how to get information and advice on their industry, occupation, training and career
8. can describe and work within their organisation's principles and codes of practice
9. can recognise and form a view on issues of public concern that affect their organisation and industry

The ERR workbook can be downloaded from http://ccskills.org.uk/supporters/employer-advice/article/employment-rights-and-respo nsibilities-apprenticeships-handbook

Education providers should ensure that evidence of achievement of either the ERR workbook sign off sheet or a certificate for a relevant qualification are maintained for audit purposes.

Level 4, Pathway 2: Advanced Jewellery Manufacturing Allied Trades

Description of this pathway

Pathway 2: Advanced Jewellery Manufacturing Allied Trades Minimum Credit Value 63

Entry requirements for this pathway in addition to the framework entry requirements

There are no additional requirements other than the general entry conditions.

Job title(s)	Job role(s)
Senior Engraver	Hand engraving, decorative, lettering or seal work on jewellery or silverware
Senior Gem Setter	This can involve a range of hand or machine setting techniques predominatly on jewellery though may be on silverware
Senior Polisher/Finisher	Polishes and finishes a wide range of items and can cover both jewellery and silverware. It can also include plated finishes in a variety of metals
Senior Enameller	This involves the vitreous enamelling of jewellery, silversmithing and objet d'art

Qualifications

Competence qualifications available to this pathway

N/A

Knowledge qualifications available to this pathway

N/A

Combined qualifications available to this pathway

B1 – Level 4 Diploma in Jewellery Manufacturing Allied Trades					
No.	**Ref no.**	**Awarding organisation**	**Credit value**	**Guided learning hours**	**UCAS points value**
B1a	601/3223/1	SQA	51	390	N/A

Relationship between competence and knowledge qualifications

The minimum requirement of 10 knowledge credits can be achieved through the units that are mandatory to each of the qualification pathways except in the case of engraving where the remaining required knowledge credits will be achieved through the optional unit as follows:

Mandatory to all qualification pathways

Prepare and maintain the general workshop environment for the manufacture of precious metal objects - 2 credits

Mandatory to Enamelling

Research, develop and produce drawn plans for the manufacture of precious metal objects - 4 credits

Produce enamelled surfaced for precious metal objects using advanced techniques - 5 credits

Mandatory to Engraving

produce engraved surfaces for precious metal objects using advanced techniques - 5 credits

Optional to Engraving

Research, develop and produce drawn plans for the manufacture of precious metal objects - 4 credits

Apply advanced knowledge of metallurgy to the manufacture of precious metal objects - 8 credits

Produce polished and finished precius metal objects using advanced techniques - 5 credits

Produce advanced designs for precious metal objects using CAD technology - 13 credits

Produce advanced designs and prototypes for precius metal objects using CAM technology - 13 credits

Produce chased items for precious metal objects using advanced techniqes - 6 credits

Produce tools for use in the manufacture of jewellery or silverware items - 4 credits

Implement repairs and restoration on polished and finished items 4 credits

Mandatory to Polishing and Finishing

Implement repairs and restoration on polished and finished items 4 credits

Produce polished and finished precius metal objects using advanced techniques - 5 credits

Mandatory to Gem Setting

Set gemstones using advanced settings in the manufacture of jewellery items - 7 credits

Implement repairs and restoration on set items - 4 credits

The minimum requirement of 10 competence credits can be achieved through the units that are mandatory to each qualification pathways as follows:

Mandatory to all qualification pathways

Prepare and maintain the general workshop environment for the manufacture of precious metal objects - 2 credits

Mandatory to Enamelling

Research, develop and produce drawn plans for the manufacture of precious metal objects - 9 credits

Produce enamelled surfaced for precious metal objects using advanced techniques - 30 credits

Mandatory to Engraving

produce engraved surfaces for precious metal objects using advanced techniques - 29 credits

Mandatory to Polishing and Finishing

Implement repairs and restoration on polished and finished items 12credits

Produce polished and finished precius metal objects using advanced techniques - 15 credits

Mandatory to Gem Setting

Set gemstones using advanced settings in the manufacture of jewellery items - 39 credits

Implement repairs and restoration on set items - 12 credits

Essential Skills

An apprenticeship framework must specify as a Welsh certificate requirement the expected achievement levels of Essential Skills in Communication and the Application of Number.

Where Essential Skills qualifications are specified in an apprenticeship framework, the apprenticeship framework must specify the acceptance of a recognised proxy qualification for Communication and Application of Number.

Communication

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Communication achievement <u>above</u> the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for English and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Application of Number

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Application of Number achievement <u>above</u> the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for Maths and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Inclusion of Digital Literacy (ICT)

Digital Literacy (ICT) is an **optional** framework requirement.

Is Digital Literacy a requirement in this framework?   **YES**   ☐   **NO**   ☒

Digital Literacy (ICT)

Please note that there are currently no acceptable proxy qualifications for Digital Literacy (ICT).

For the current **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Digital Literacy (ICT) achievement above the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for **Digital Literacy (**ICT) and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Progression routes into and from this pathway

Progression into the Level 4 Apprenticeship in Advanced Jewellery Allied Trades may be from a variety of routes including:

- Level 3 Apprenticeship in Jewellery Manufacturing, Silversmithing and Allied Trades
- Level 3 Diploma in Jewellery Allied Trades
- previous work or experience - including a portfolio of evidence
- general or vocational qualifications related to or relevant to this type of work

Progression from the Level 4 Apprenticeship in Advanced Jewellery Allied Trades may include:

- Degrees in jewellery, silversmithing or associated areas like design
- Other qualifications relevant to jewellery e.g. art and design
- Foundation degrees in art and design
- General or vocational qualifications relating to or relevant to the jewellery industry
- Non accredited programmes and continuing professional development or training

Jobs
Specific roles which would lead on from this framework pathway would include

- Senior Engraver
- Senior Gem setter
- Senior Polisher/Finisher
- Senior Enameller
- Senior up own business in the industry

UCAS points for this pathway:

N/A

Employee rights and responsibilities

Please note that for Apprenticeship starts from 14/10/2016 onwards ERR is no longer a **mandatory** requirement in all frameworks.

However, it may still be included in some frameworks and where it is not explicitly stated that ERR is not a requirement then confirmation of an Apprentice's ERR achievement will still remain a requirement for Apprenticeship certification purposes.

Is ERR a requirement for this framework?   **YES**   ☐☒   **NO**   ☒☐

Delivery and assessment

All apprentices MUST receive an induction to the workplace and to the apprenticeship programme.

ERR will be covered through an ERR workbook and relevant induction activity, or the achievement of an appropriate qualification (e.g. Agored Cymru Level 2 Award In Employment Rights and Responsibilities (QCF ref : 600/7776/1) to ensure that the apprentice knows and understands each of the nine national outcomes for ERR as follows:

1. the range of employer and employee statutory rights and responsibilities under employment law and that employment rights can be affected by other legislation as well. This should cover the apprentice's rights and responsibilities under the Equality Act 2010, other relevant equalities legislation and health and safety, together with the duties of employers.
2. procedures and documentation which recognises and protects their relationship with their employer, including health and safety and equality and diversity training as part of the apprenticeship
3. the range of sources and information and advice available to them on their employment rights and responsibilities, including Access to Work and Additional Learning Support
4. the role played by their occupation in their organisation and industry
5. has an informed view of the types of career pathways that are open to them
6. the types of representative bodies and understands their relevance to their industry and organisation and the main roles and responsibilities
7. where and how to get information and advice on their industry, occupation, training and career
8. can describe and work within their organisation's principles and codes of practice
9. can recognise and form a view on issues of public concern that affect their organisation and industry

The ERR workbook can be downloaded from http://ccskills.org.uk/supporters/employer-advice/article/employment-rights-and-responsibilities-apprenticeships-handbook

Education providers should ensure that evidence of achievement of either the ERR workbook sign off sheet or a certificate for a relevant qualification are maintained for audit purposes.

Level 4, Pathway 3: Advanced Jewellery Manufacturing CAD/CAM

Description of this pathway

Pathway 3: Advanced Jewellery Manufacturing CAD/CAM 130 Credits

Entry requirements for this pathway in addition to the framework entry requirements

There are no additional requirements other than the general entry conditions.

Apprenticeship Certification Wales

Job title(s)	Job role(s)
Senior Jewellery CAD/CAM Designer	Use CAD (computer-aided design) to produce advanced precious metal object designs and CAM (computer-aided manufacture) to create advanced precious metal objects

Qualifications

Competence qualifications available to this pathway

N/A

Knowledge qualifications available to this pathway

N/A

Combined qualifications available to this pathway

B1 – Level 4 Diploma in Jewellery Manufacturing CAD/CAM					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
B1a	601/3221/8	SQA	118	1017	N/A

Relationship between competence and knowledge qualifications

The minimum requirement of 10 knowledge credits can be achieved through the mandatory units of the qualification as follows:

Research, develop and produce drawn plans for the manufacture of precious metal objects - 5 credits

Apply advanced knowledge of metallurgy to the manufacture of precious metal objects - 10 credits

Produce advanced designs for precious metal objects using CAD technology - 13 credits

Produce advanced designs and prototypes for precious metal objects using CAM technology - 13 credits

The minimum requirement of 10 competence credits can be achieved through the mandatory units of the qualification as follows:

Research, develop and produce drawn plans for the manufacture of precious metal objects - 9 credits

Apply advanced knowledge of metallurgy to the manufacture of precious metal objects - 5 credits

Produce advanced designs for precious metal objects using CAD technology - 21 credits

Produce advanced designs and prototypes for precious metal objects using CAM technology - 25 credits

Essential Skills

An apprenticeship framework must specify as a Welsh certificate requirement the expected achievement levels of Essential Skills in Communication and the Application of Number.

Where Essential Skills qualifications are specified in an apprenticeship framework, the apprenticeship framework must specify the acceptance of a recognised proxy qualification for Communication and Application of Number.

Communication

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Communication achievement <u>above</u> the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for English and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Application of Number

For the current list of acceptable proxy qualifications and appropriate **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Application of Number achievement <u>above</u> the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for Maths and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Inclusion of Digital Literacy (ICT)

Digital Literacy (ICT) is an **optional** framework requirement.

Is Digital Literacy a requirement in this framework?   **YES**   ☐   **NO**   ☒

Digital Literacy (ICT)

Please note that there are currently no acceptable proxy qualifications for Digital Literacy (ICT).

For the current **minimum** grade/level requirements, please refer to the most recent version of SASW on the gov.wales website. Additional guidance materials can be found on the Knowledge Base section of the ACW website.

Does this framework require Digital Literacy (ICT) achievement above the minimum SASW requirement?   YES   ☐   NO   ☒

If YES, please state the grade/level required for **Digital Literacy (**ICT) and give a brief **REASON** as to why this is required:

Enter alternative grade/level requirements and reasons here.

Progression routes into and from this pathway

Progression into the Level 4 Apprenticeship in Advanced Jewellery Manufacturing CAD/CAM may be from a variety of routes including:

- Level 3 Apprenticeship in Jewellery Manufacturing, Silversmithing and Allied Trades
- Level 3 Diploma in Jewellery Manufacturing CAD/CAM
- previous work or experience - including a portfolio of evidence
- general or vocational qualification related to or relevant to this type of work

Progression from the Level 4 Apprenticeship in Advanced Jewellery Manufacturing CAD/CAM may include:

- Degrees in jewellery, silversmithing or associated areas like design
- Other qualifications relevant to jewellery e.g. art and design
- Foundation degrees in art and design
- General or vocational qualifications relating to or relevant to the creative industries
- Other vocational qualification related to or relevant to the jewellery industry
- Non accredited programmes and continuing professional development or training

Jobs

Specific roles which would lead on from completion of this framework include:

- Senior Jewellery CAD/CAM Designer
- Setting up own business in the industry

For further information about careers in the creative and cultural industries visit: www.creative-choices.co.uk/

UCAS points for this pathway:

N/A

Employee rights and responsibilities

Please note that for Apprenticeship starts from 14/10/2016 onwards ERR is no longer a **mandatory** requirement in all frameworks.

However, it may still be included in some frameworks and where it is not explicitly stated that ERR is not a requirement then confirmation of an Apprentice's ERR achievement will still remain a requirement for Apprenticeship certification purposes.

Is ERR a requirement for this framework?   **YES**   ☐☒   **NO**   ☒☐

Delivery and assessment

All apprentices MUST receive an induction to the workplace and to the apprenticeship programme.

ERR will be covered through an ERR workbook and relevant induction activity, or the achievement of an appropriate qualification (e.g. Agored Cymru Level 2 Award In Employment Rights and Responsibilities (QCF ref : 600/7776/1) to ensure that the apprentice knows and understands each of the nine national outcomes for ERR as follows:

1. the range of employer and employee statutory rights and responsibilities under employment law and that employment rights can be affected by other legislation as well. This should cover the apprentice's rights and responsibilities under the Equality Act 2010, other relevant equalities legislation and health and safety, together with the duties of employers.
2. procedures and documentation which recognises and protects their relationship with their employer, including health and safety and equality and diversity training as part of the apprenticeship
3. the range of sources and information and advice available to them on their employment rights and responsibilities, including Access to Work and Additional Learning Support
4. the role played by their occupation in their organisation and industry
5. has an informed view of the types of career pathways that are open to them
6. the types of representative bodies and understands their relevance to their industry and organisation and the main roles and responsibilities
7. where and how to get information and advice on their industry, occupation, training and career

8. can describe and work within their organisation's principles and codes of practice
9. can recognise and form a view on issues of public concern that affect their organisation and industry

The ERR workbook can be downloaded from http://ccskills.org.uk/supporters/employer-advice/article/employment-rights-and-responsibilities-apprenticeships-handbook

Education providers should ensure that evidence of achievement of either the ERR workbook sign off sheet or a certificate for a relevant qualification are maintained for audit purposes.

How equality and diversity will be met

The jewellery industry exhibits similar characteristics to other creative and cultural sectors in relation to equality and diversity issues.

Although the figures vary by region, overall the creative and cultural sector is predominantly white (93%), nearly half of the workforce is under 40 years of age, male and female representation is 60/40% and around 13% have a disability. Likely reasons for these imbalances are:

- A lack of identifiable career progression routes in the industry to date and a tendency within the sector for new recruits to start on no or low wages for up to two years in some instances means that opportunities for people from disadvantaged socio-economic backgrounds can be limited;
- The industry has a history of graduate entry which might deter those without a degree from applying;
- The history of graduate entry means that those recruiting may automatically seek graduates even for entry level roles and this culture of graduate bias during recruitment we hope will begin to be addressed by this framework

In order to counteract some of these issues, awareness of careers in jewellery and silversmithing and other creative and cultural sectors is being raised through:

- Actively challenging the culture of unpaid work experience which dominates the creative and cultural industries and creating better choices for more people. Creative Apprenticeships were a brand new alternative route into the creative industries, one based on ability and potential rather than academic track record or social background and contacts. We built a ground swell of support through targeted engagement and campaigning activity in order to demonstrate how apprenticeships could work for learners and employers alike;
- Creative Choices careers website offers careers information and advice, listings for training, case studies about working in the industry, access to networks and mentoring http://www.creative-choices.co.uk/;
- Creative & Cultural Skills works with employers to raise awareness of apprenticeships in the creative and cultural sector with the aim of diversifying the types of employers involved by encouraging small and medium businesses therefore extending the reach of the programme.

Apprenticeships are seen as a vital route to encourage and facilitate, a greater diversity of individuals into the industry in order to challenge graduate bias at the point of entry. Entry conditions to this framework, therefore, are extremely flexible and mentoring has been

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included to offer additional support and increase the chances of apprentices successfully completing the framework.

Training providers and employers MUST comply with the Equality Act 2010 to ensure that applicants are not discriminated against in terms of entry to and promotion within, the industry, using the protected characteristics of:

1. Age
2. Disability
3. Gender
4. Gender reassignment
5. Marriage and civil partnerships
6. Pregnancy and maternity
7. Race
8. Religion and Belief
9. Sexual orientation

Download the Guidance on the Equality Act 2010 here:http://www.equalityhumanrights.com/advice-and-guidance/new-equality-act-guidance /

Creative & Cultural Skills will monitor take up and achievement of all apprenticeships through its employer led Qualifications and Apprenticeships Group and take steps to address any barriers to take up and achievement.

On and off the job training

Summary of on- and off-the-job training

Total on and off the job Guided Learning Hours

LEVEL 4 the average time to complete the Level 4 is 24 months

Pathway 1 Jewellery and Silverware Manufacturing - Total minimum on and off-the-job GLH is 854

Pathway 2 Jewellery Allied Trades - Total minimum on and off-the-job GLH is 600

Pathway 3 Jewellery Manufacturing CAD/CAM - Total minimum on and off-the-job GLH is 1227

Training hours are to be delivered during contracted working hours under an Apprenticeship Agreement, or during a qualifying period ending on the date of application for a certificate

On and off the job training hours:

-must be planned, reviewed and evaluated jointly between the apprentice and tutor, teacher, mentor or manager; must allow training support via a tutor, teacher, mentor or manager;
-must be delivered through one or more of the following methods: individual and group
- teaching, e-learning, distance learning, coaching, mentoring; feedback and assessment; collaborative/networked learning with peers; guided study

Off-the-job training

OFF THE JOB GLH

LEVEL 4:

Pathway 1 Advanced Jewellery and Silverware Manufacturing - Total minimum off-the-job GLH is 434

Pathway 2 Advanced Jewellery Manufacturing Allied Trades - Total minimum off-the-job GLH is 311

Pathway 3 Advanced Jewellery Manufacturing CAD/CAM - Total minimum off-the-job GLH is 621

How this requirement will be met

Off the job GLH should:

-achieve clear and specific outcomes which contribute directly to the successful achievement of the framework and this may include accredited and non-accredited elements of the framework;
-be planned, reviewed and evaluated jointly between the apprentice and a tutor, teacher, mentor or manager;
-allow access as and when required by the apprentice either to a tutor, teacher, mentor or manager;

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-be delivered during contracted working hours;

-be delivered through a range of delivery models including one or more of the following methods: individual and group teaching; e-learning; distance learning; induction (see ERR section) coaching; mentoring; feedback and assessment; collaborative/networked learning with peers; guided study.

-be focused on outcomes as apprenticeships are not time served, therefore the average length of stay is indicative only.

Providers can select the best method for recording and evidencing off the job GLH and mentoring which may be done through a log book or reflective diary.

How this requirement will be met:

LEVEL 4:

Pathway 1 Advanced Jewellery and Silverware Manufacturing

224 GLH of knowledge from the Level 4 Diploma in Jewellery and Silverware Manufacturing
120 GLH for the two ESW 45 GLH/hours for ERR and induction
45 GLH/hours for mentoring Apprentices

Pathway 2 Advanced Jewellery Manufacturing Allied Trades

101 GLH for the knowledge element of the Level 4 Diploma in Jewellery Manufacturing Allied Trades
120 GLH for the two ESW
45 hours for ERR and induction
45 hours for mentoring of apprentices

Pathway 3 Advanced Jewellery Manufacturing CAD/CAM

411 GLH for the knowledge elements of the Level 4 Diploma in Advanced Jewellery Manufacturing CAD/CAM
120 GLH for the two ESW
45 hours for ERR and induction
45 hours for mentoring

On-the-job training

ON THE JOB GLH

LEVEL 4:

Pathway 1 Advanced Jewellery and Silverware Manufacturing - Total minimum on-the-job GLH is 420

Pathway 2 Advanced Jewellery Manufacturing Allied Trades - Total minimum on-the-job GLH is 289

Pathway 3 Advanced Jewellery Manufacturing CAD/CAM - Total minimum on-the-job GLH is 606

How this requirement will be met

On the job GLH should:

- achieve clear and specific outcomes which contribute directly to the successful achievement of the framework and this may include accredited and non-accredited elements of the framework;
- be planned, reviewed and evaluated jointly between the apprentice and a tutor, teacher, mentor or manager; allow access as and when required by the apprentice either to a tutor, teacher, mentor or manager;
- be delivered during contracted working hours;
- be delivered through a range of delivery models including one or more of the following methods: individual and group teaching; e-learning; distance learning; induction (see ERR section) coaching; mentoring; feedback and assessment; collaborative/networked learning with peers; guided study.
- be focused on outcomes as apprenticeships are not time served, therefore, the average length of stay is indicative only providers can select the best method for recording and evidencing on the job GLH and mentoring which may be done through a log book or reflective diary.

Evidence for on the job GLH will include:

LEVEL 4:

Pathway 1 Advanced Jewellery and Silverware Manufacturing - 420 GLH will be achieved for

the competence aspects of the Level 4 Diploma in Jewellery and Silverware Manufacturing

Pathway 2 Advanced Jewellery Manufacturing Allied Trades - 289 GLH will be achieved for the competence aspects of the Level 4 Diploma in Jewellery Manufacturing Allied Trades

Pathway 3 Advanced Jewellery Manufacturing CAD/CAM - 606 GLH will be achieved for the competence aspects of the Level 4 Diploma in Jewellery Manufacturing CAD/CAM

Wider key skills assessment and recognition

While Wider Key Skills are not a **mandatory** part of the framework, training providers are encouraged to provide apprentices the opportunity to achieve them.

For this framework, there are natural opportunities for Wider Key Skills to be embedded within the mandatory units of the following qualifications:

Enter Qualification Names

Improving own learning and performance

Whilst employers consulted did not feel that this Wider Key Skill should be mandatory, the evidence for achievement of these Skills would naturally occur as part of the achievement of the competence, knowledge and Essential Skills Wales qualifications. Providers are encouraged to introduce these Wider Key Skills as part of induction so that apprentices learn to recognise when they are achieving these Skills and can claim these at a future date if they wish.

Working with others

Whilst employers consulted did not feel that this Wider Key Skill should be mandatory, the evidence for achievement of these Skills would naturally occur as part of the achievement of the competence, knowledge and Essential Skills Wales qualifications. Providers are encouraged to introduce these Wider Key Skills as part of induction so that apprentices learn to recognise when they are achieving these Skills and can claim these at a future date if they wish.

Problem solving

Whilst employers consulted did not feel that this Wider Key Skill should be mandatory, the evidence for achievement of these Skills would naturally occur as part of the achievement of the competence, knowledge and Essential Skills Wales qualifications. Providers are encouraged to introduce these Wider Key Skills as part of induction so that apprentices learn to recognise when they are achieving these Skills and can claim these at a future date if they wish.

apprenticeship
FRAMEWORK

For more information visit-
www.acwcerts.co.uk/framework_library