

apprenticeship FRAMEWORK

Technical Theatre: Lighting, Sound & Stage (Wales)

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Technical Theatre: Lighting, Sound & Stage (Wales)

Contents

Framework summary	3
Framework information	5
Contact information	7
Revising a framework	8
Purpose of the framework	10
Entry conditions	14
Level 2: Technical Theatre Support: Lighting, Sound & Stage	16
Pathway 1: Technical Theatre Support (Lighting)	17
Pathway 2: Technical Theatre Support (Sound)	25
Pathway 3: Technical Theatre Support (Stage)	33
Level 3: Technical Theatre	40
Pathway 1: Technical Theatre (Lighting)	41
Pathway 2: Technical Theatre (Sound)	48
Pathway 3: Technical Theatre (Stage)	56
Equality and diversity	64
On and off the job training	66
Wider key skills	71
Additional employer requirements	72

Framework summary

Technical Theatre: Lighting, Sound & Stage

Technical Theatre Support: Lighting, Sound & Stage

Pathways for this framework at level 2 include:

Pathway 1: Technical Theatre Support (Lighting)

Competence qualifications available to this pathway:

C1 - Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage

Knowledge qualifications available to this pathway:

K1 - Level 2 Award in Principles of the Creative and Cultural Sector

Combined qualifications available to this pathway:

N/A

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Pathway 2: Technical Theatre Support (Sound)

Competence qualifications available to this pathway:

C1 - Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage

Knowledge qualifications available to this pathway:

K1 - Level 2 Certificate in Principles of the Creative and Cultural Sector

Combined qualifications available to this pathway:

N/A

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Pathway 3: Technical Theatre Support (Stage)

Competence qualifications available to this pathway:

C1 - Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage

Knowledge qualifications available to this pathway:

K1 - Level 2 Award in Principles of the Creative and Cultural Sector

Combined qualifications available to this pathway:

N/A

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Technical Theatre: Lighting, Sound & Stage

Technical Theatre

Pathways for this framework at level 3 include:

Pathway 1: Technical Theatre (Lighting)

Competence qualifications available to this pathway:

C1 - Level 3 Certificate in Technical Theatre: Sound, Light and Stage

Knowledge qualifications available to this pathway:

K1 - Level 3 Certificate in Principles of the Creative and Cultural Sector

Combined qualifications available to this pathway:

N/A

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Pathway 2: Technical Theatre (Sound)

Competence qualifications available to this pathway:

C1 - Level 3 Certificate in Technical Theatre: Sound, Light and Stage

Knowledge qualifications available to this pathway:

K1 - Level 3 Certificate in Principles of the Creative and Cultural Sector

Combined qualifications available to this pathway:

N/A

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Pathway 3: Technical Theatre (Stage)

Competence qualifications available to this pathway:

C1 - Level 3 Certificate in Technical Theatre: Sound, Light and Stage

Knowledge qualifications available to this pathway:

K1 - Level 3 Certificate in Principles of the Creative and Cultural Sector

Combined qualifications available to this pathway:

N/A

This pathway also contains information on:

- Employee rights and responsibilities
- Essential skills

Framework information

Information on the Publishing 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: 3	This framework includes:
Framework ID: FR02860	Level 2 Level 3
Date this framework is to be reviewed by: 01/06/2016	This framework is for use in: Wales

Short description

The Technical Theatre Apprenticeship at Levels 2 and 3 has been designed with the help of employers to widen the pool of potential recruits into the industry and to provide them with the skills they need to progress within specialist areas : Lighting, Sound & Stage.

Foundation Level 2

Level 2 apprentices on the Lighting Pathway will train as Assistant Lighting Electricians, Board / Console Operators, Followspot Operators or Lighting Maintenance Technicians. Apprentices on the Sound Pathway will train as Assistant Sound Technicians. Those taking the Stage pathway will train as Stage Technicians or Assistant Flymen.

Level 3

Level 3 apprentices on the Lighting Pathway will train as Senior Lighting Electricians / Deputy Heads of Lighting, Board / Console Operators, Lighting Technicians (or Lead Lighting Technicians) or Maintenance Supervisor / Managers. Apprentices on the Sound Pathway will train as Senior Sound Technicians. Those taking the Stage Pathway will train as Senior Stage Technicians or Head Flymen.

Contact information

Proposer of this framework

Creative & Cultural Skills has developed this framework with support from, key stakeholders, employers, training providers, industry bodies and awarding organisations.

Those involved include:

Sadlers Wells

Opera North

Creative Concepts

PLASA

SkillsScene

The National Theatre

Cameron Mackintosh Theatres

Developer of this framework

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Revising a framework

Contact details

Who is making this revision: Helen Hart
Your organisation: Creative & Cultural Skills
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Why this framework is being revised

This framework is being revised as a result of the withdrawal of EDI qualification

Summary of changes made to this framework

The replacement of EDI qualifications with Pearson Education Ltd qualifications

The amendment to job titles to ensure they are industry specific

Qualifications removed

501/1215/6 Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage - EDI

501/1214/4 Level 3 Certificate in Technical Theatre: Sound, Light and Stage - EDI

600/1139/7 Level 2 Award In Principles of the Creative and Cultural Sector - EDI

600/1140/3 Level 3 Certificate in Principles of the Creative and Cultural Sector - EDI

Qualifications added

600/9640/8 Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage - Pearson Education Ltd

600/9701/2 Level 3 Certificate in Technical Theatre: Sound, Light and Stage - Pearson Education Ltd

600/9639/1 Level 2 Award In Principles of the Creative and Cultural Sector - Pearson Education Ltd

600/9669/X Level 3 Certificate in Principles of the Creative and Cultural Sector - Pearson

Education Ltd

Qualifications that have been extended

Purpose of this framework

Summary of the purpose of the framework

Technical Theatre plays a vital role in creating the right ambiance for audiences to enjoy theatrical performances.

Employers have highlighted these back-stage and off-stage jobs as particularly challenging for recruitment because each job is highly specialised. Progression routes are also difficult and there is a need for support moving into supervisory roles as well as recognised qualifications which are both supported and recognised by employers.

Technical Theatre is part of the Performing Arts Industry which has around 5,500 businesses, employing 100,000 people. The Performing Arts Industry is growing rapidly and 30,000 skilled workers will be required in off stage/back stage roles by 2017 of which there is a forecast shortage of 6,000.

The Performing Arts Industry is part of the wider creative and cultural sector which is experiencing a number of challenges which need to be addressed if businesses are to attract new talent into the industry and develop the skills they need:

- over half of employers have recruitment issues because applicants lack experience, and about a quarter say that applicants lack the right specialist skills for the job
- companies often recruit from the rich over-supply of general arts graduates and miss out on the wider pool of talent available from other areas of study or those without formal qualifications
- skills gaps in the current workforce can lead to loss of existing business through poor delivery or impossible pressure on the workforce and the need to find time and finance for training
- skills gaps include ICT, Marketing/Advertising and PR, Technical Skills, Business Development, Administration, Finance and Accounting, Digital Skills, Sales and Management
- management skills are required to manage complex creative organisations often 'not for profit' and a need for progression pathways to enable staff to progress quickly from practitioner, supervisor, manager and to CEO
- the industry is predominantly young and white; nearly 50% of the workforce is under 40 years of age, and evidence suggests that people drop out of the sector in significant numbers in their thirties and forties
- the availability of finance and the ability to support investment in skills is key to the development and growth of the industry. 90% of business in the Performing Arts are micro-businesses (employing less than 10 people) and ensuring sufficient finance is in place to support all aspects of the business can be challenging
- the consequence of a potential workforce that is highly qualified but skills deficient, is

that businesses and employees in the industry and those wanting to work in the industry require re-skilling in specific areas to be adequately prepared for work, or to increase productivity for the sector itself. Funding for second level 3 or 4 qualifications is not always possible and thus the cost of such training falls either on the individual or the business providing the training.

This can be a huge burden on venues in the industry as they are generally small and – more than the UK as a whole – are likely to be self-employed or freelancers. This can put great strain on the ability for businesses to fund and provide training for their staff.

Amongst the future skills needs for the creative and cultural sector are:

- Administrative skills
- Business skills
- Creative expertise
- Digital skills
- Finance/ accounting
- Foreign language skills
- Freelance Skills
- Fundraising
- ICT skills
- Management
- Marketing
- Online skills
- Teaching skills

Employers are keen to increase the level of work based learning in order to change the culture of graduate recruitment to the Industry. They have helped to design the qualifications in this Level 2 and 3 Apprenticeship programme to ensure 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.

There are three pathways within this framework: Lighting, Sound and Stage. Depending on the qualification pathway taken, a Level 2 Foundation Apprentice will train as;

Pathway 1 - Technical Theatre Support (Lighting)

Lighting Technician Assistant, Assistant Electrician, Board / Console Operator, Followspot Operator, Maintenance Technician.

Pathway 2 - Technical Theatre Support (Sound)

Assistant Sound Technician

Pathway 3 - Technical Theatre Support (Stage)

Stage Technician, Flyman.

Depending on the pathway taken, a Level 3 Apprentice will train as;

Pathway 1 - Technical Theatre (Lighting)

Lighting Technician (or Lead Lighting Technician), Senior Electrician / Deputy Head of Electrics, Board / Console Operator, Maintenance Supervisor / Manager

Pathway 2 - Technical Theatre (Sound)

Senior Sound Technician

Pathway 3 - Technical Theatre (Stage)

Senior Stage Technician, Head Flyman

This Level 2 and 3 Apprenticeship will also contribute to meeting the skills priorities for Wales by:

- providing flexible access to a high quality Level 2 and 3 skills programme, as a real alternative to academic qualifications , for those who prefer this style of learning and achievement;
- incorporating skills to improve the levels of general literacy, numeracy and ICT in Wales;
- using technical and competence qualifications, valued by employers, to help their businesses grow;
- developing Apprentice's employability skills, making them more attractive to all employers whichever career they choose;
- providing a career pathway into jobs and training at intermediate and higher level, to provide the skills which the economy needs to grow;
- building on the existing quality learning provision for the Creative and Cultural sector in Wales;
- developing on from the DCELLS Apprenticeships pilot project in Wales as part of the Sector Priorities Fund;
- responding to the prioritisation of the creative industries in Wales as part of the Economic Renewal Programme. Creative industries are one of six identified priority sectors.

Aims and objectives of this framework (Wales)

Aim

The aim of this framework is to provide a work based entry route to attract new people into Technical Theatre from a wide range of backgrounds and to provide a career pathway within Technical Theatre and the Performing Arts.

Objectives of this framework are to:

1. provide a flexible work based entry route to attract a wider range of applicants into Technical Theatre;
2. increase and strengthen the technical and specialist knowledge and skills in the sector;
3. provide a progression route into management to improve management and leadership skills and to facilitate career progression across the sector.
4. provide micro businesses, which account for 90% of businesses in the sector with access to a quality work based training and development programme to increase business productivity and efficiency.

Entry conditions for this framework

Employers are looking to widen the pool of potential recruits into Technical Theatre to give more opportunity to individuals to get their foot in the door of the industry.

They are particularly interested in those who:

- show a keen interest in working in backstage roles
- who understand the importance of working in teams and are willing to work shifts.

Please note: Technician roles will often require manual handling and may also involve work at heights, in cramped conditions.

Applicants may have prior experience or qualifications in any of the creative industries or technical support roles, supported by a portfolio of evidence, but this is not mandatory as training providers and employers will use initial assessment to ensure that applicants have a fair opportunity to demonstrate their ability. Programmes will then be tailored to meet individual needs, recognising prior qualifications and experience.

RULES TO AVOID REPEATING QUALIFICATIONS

Processes exist to make sure that applicants with prior knowledge, qualifications and experience are not disadvantaged by having to repeat learning. Training providers and awarding organisations will be able to advise on the current rules for accrediting prior learning and recognising prior experience. Refer to the on and off the job training section for guidance about prior attainment and achievement. In the meantime, this is a short summary:

There are no relaxations or proxies for any qualifications specified in a framework in SASW, however, providers are encouraged to identify additional on-the-job training programmes that customise the learning to the new workplace.

1. Essential Skills Wales

- If applicants already have GCSEs in English, Maths and/or Information and Communications Technology (ICT) they still have to do the Essential Skills Wales at the relevant level as these are new qualifications and proxies do not exist.
- If applicants already have achieved Key Skills at the relevant level, they will not have to do the relevant Essential Skills Wales (ESW), however, apprentices can be encouraged to complete ESW at a higher level if appropriate.

2. Knowledge qualifications

- If applicants already have the Level 2 KNOWLEDGE qualification before they started their Apprenticeship (or the NQF predecessor qualification), they can count this and do not have to redo the qualification, providing that they have achieved this qualification within

5 years of applying for the apprenticeship certificate. For example they may have already achieved the KNOWLEDGE element as part of the Welsh Baccalaureate. The hours they spent gaining this qualification will also count towards the minimum hours required for this framework.

3. Competence qualifications

- If applicants already have the Level 2 COMPETENCE qualification for the Apprenticeship, (or the NQF predecessor qualification) they do not have to repeat this qualification, however, this qualification must have been achieved within 5 years of applying for the apprenticeship certificate and they will still have to demonstrate competence in the workplace.

4. Prior experience

- Applicants already working in the sector will be able to have their prior experience recognised by the Awarding Organisation and this will count towards the competence and the knowledge qualifications in this framework.

Level 2

Title for this framework at level 2

Technical Theatre Support: Lighting, Sound & Stage

Pathways for this framework at level 2

- | | |
|------------|--------------------------------------|
| Pathway 1: | Technical Theatre Support (Lighting) |
| Pathway 2: | Technical Theatre Support (Sound) |
| Pathway 3: | Technical Theatre Support (Stage) |

Level 2, Pathway 1: Technical Theatre Support (Lighting)

Description of this pathway

Technical Theatre Support: Lighting

Total Credits: **53**

Additional information on job roles:

We have included jobs roles within this pathway that reflect the industry as a whole, which is made up of many different types of venues. Depending on the type of venue, these roles may also be referred to as the following:

Assistant Lighting Electrics Technician
Lighting Electrical Technician
Technician (LX)
Production Electrician
Stage Systems LX Engineer
Studio Technician
Lighting Maintenance Engineer
Trainee Lighting Electrician
Assistant Lighting Technician

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

None in addition to the general entry requirements.

Job title(s)	Job role(s)
Assistant Lighting Electrician	Under supervision, installs all electrical equipment for a live performance. Sets up stage electrics and effects. Performs checks on electrical equipment and provides support during the live performance. Involves some working at height; focussing, rigging, providing cues during a performance.
Board/Console Operator	The board operator supports the lighting designer to programme (or plot) the control system (board), either the light board or audio mixing console and will operate it during a live performance. In some venues, Assistant Technicians may also operate the board (console).
Followspot Operator	Carries out many of the tasks of an Assistant Lighting Technician. In addition, operates the followspot during a live performance. Involves working at height, using access equipment.
Lighting Maintenance Technician	Uses tools and equipment for construction and maintenance within in the venue. Carries out all maintenance duties safely. In some venues, an Assistant Electrician may be also required to perform maintenance duties.

Qualifications

Competence qualifications available to this pathway

C1 - Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	600/9640/8	Pearson Education Ltd	25	161	N/A

Knowledge qualifications available to this pathway

K1 - Level 2 Award in Principles of the Creative and Cultural Sector					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/9639/1	Pearson Education Ltd	10	55	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

Level 2 Award in Principles of the Creative and Cultural Sector

The mandatory units for the Level 2 Award in Principles of the Creative and Cultural Sector have been developed in response to employer demand for a qualification which aids transferability of knowledge across the creative and cultural sector. The qualification provides the underpinning knowledge and understanding for C1. Learners must follow the endorsed pathway for Technical Theatre (Lighting) in order to meet the requirements of this framework.

This means that learners on the Technical Theatre endorsed pathway must achieve the following:

Mandatory units:

- Understand Features of the Creative and Cultural Industry - 3 credits
- Principles of Developing Creative and Cultural Ideas - 2 credits
- Principles of keeping up to date with trends and developments within the arts - 2 credits

And a minimum of one of the following optional units:

- Delivery of effective customer service - 6 credits
- Principles of providing administrative services - 4 credits

The units within the qualification include 10 credits worth of knowledge coverage, required by the SASW.

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	1	6
Application of numbers	1	6
IT	1	6

Progression routes into and from this pathway

Progression into the Level 2 Foundation Apprenticeship in Technical Theatre Support: Lighting, Sound & Stage

This will be from a variety of routes including:

- Studies that have included the arts
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media
- Work or work experience - including a portfolio of evidence
- General or vocational qualifications related to or relevant for the creative and cultural industries

Progression from the Level 2 Foundation Apprenticeship:

- Other apprenticeship frameworks in the creative and cultural family including: Live Events and Promotion, Community Arts
- Level 2 Apprenticeship in Team Leading
- (14-19) Diploma in Creative & Media at Higher or Advanced Level
- General or vocational qualifications related to or relevant for the creative and cultural industries

Jobs

Specific roles that might lead on from this pathway include:

- Assistant Electrician
- Board/Console Operator
- Followspot Operator
- Maintenance Technician

Following a period of working within the same role and the development of additional skills either at a higher level or at the same level; Assistant Sound Technician, Stage Technician, Flyman, Senior Electrician / Deputy Head of Electrics, Board Console Operator, Lighting Technician (or Leading Technician), Maintenance Supervisor / Manager, Senior Sound Technician, Senior Stage Technician, Head Flyman.

And with further development and training, potential jobs may include, for example, a Technical Manager or Stage Manager.

FE/HE

- Level 3 (Advanced) Apprenticeship in Technical Theatre
- Foundation Apprenticeship in Team Leading
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media at Higher or Advanced Level
- Other vocational qualifications related to or relevant for the creative and cultural industries, or HND/HNC in Theatre Electrics

For an insight into careers in the creative and cultural industries visit:

<http://www.creative-choices.co.uk/>

Employee rights and responsibilities

Delivery and assessment of ERR

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 www.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 2, Pathway 2: Technical Theatre Support (Sound)

Description of this pathway

Technical Theatre Support (Sound)

Total Credits: 53

Additional information on job roles:

We have included jobs roles within this pathway that reflect the industry as a whole, which is made up of many different types of venues. Depending on the type of venue, these roles may also be referred to as the following:

Assistant Technician
Casual Technician
Sound Engineer
Sound Operator
Sound Technician
Studio Technician
Technician Projectionist

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

None in addition to the general entry requirements

Job title(s)	Job role(s)
Assistant Sound Operator	Works with the sound designer and other technicians to plan sound requirements for a live performance. Carries out maintenance, pre show checks of sound equipment including radio mics, pre-recorded sound effects. Provides amplified sound during the performance. Involves manual handling.

Qualifications

Competence qualifications available to this pathway

C1 - Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	600/9640/8	Pearson	25	161	N/A

Knowledge qualifications available to this pathway

K1 - Level 2 Certificate in Principles of the Creative and Cultural Sector					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/9639/1	Pearson Education Ltd	10	55	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

Level 2 Award in Principles of the Creative and Cultural Sector

The mandatory units for the Level 2 Award in Principles of the Creative and Cultural Sector have been developed in response to employer demand for a qualification which aids transferability of knowledge across the creative and cultural sector. The qualification provides the underpinning knowledge and understanding for C1. Learners must follow the endorsed pathway for Technical Theatre (Sound) in order to meet the requirements of this framework.

This means that learners on the Technical Theatre endorsed pathway must achieve the following:

Mandatory units:

- Understand Features of the Creative and Cultural Industry - 3 credits
- Principles of Developing Creative and Cultural Ideas - 2 credits
- Principles of keeping up to date with trends and developments within the arts - 2 credits

And a minimum of one of the following optional units:

- Delivery of effective customer service - 6 credits
- Principles of providing administrative services - 4 credits

The units within the qualification include 10 credits worth of knowledge coverage, required by the SASW.

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	1	6
Application of numbers	1	6
IT	1	6

Progression routes into and from this pathway

Progression into the Level 2 Foundation Apprenticeship in Technical Theatre Support: Lighting, Sound & Stage

This will be from a variety of routes including:

- Studies that have included the arts
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media
- Work or work experience - including a portfolio of evidence
- General or vocational qualifications related to or relevant for the creative and cultural industries

Progression from the Level 2 Foundation Apprenticeship:

- Other apprenticeship frameworks in the creative and cultural family including: Live Events and Promotion, Community Arts
- (14-19) Diploma in Creative & Media at Higher or Advanced Level
- General or vocational qualifications related to or relevant for the creative and cultural industries

Jobs

Specific roles that might lead on from this pathway include:

- Assistant Sound Technician

Following a period of working within the same role and the development of additional skills either at a higher level or at the same level; Assistant Sound Technician, Stage Technician, Flyman, Senior Electrician / Deputy Head of Electrics, Board Console Operator, Lighting Technician (or Leading Technician), Maintenance Supervisor / Manager, Senior Sound

Technician, Senior Stage Technician, Head Flyman.

And with further development and training, potential jobs may include for example, a Technical or Stage Manager.

FE/HE

- Level 3 (Advanced) Apprenticeship in Technical Theatre: Lighting, Sound & Stage
- Foundation Apprenticeship in Team Leading
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media at Higher or Advanced Level
- Other vocational qualifications related to or relevant for the creative and cultural industries, or HND/HNC in Theatre Electrics

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<http://www.creative-choices.co.uk/>

Employee rights and responsibilities

Delivery and assessment of ERR

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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 www.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 2, Pathway 3: Technical Theatre Support (Stage)

Description of this pathway

Technical Theatre Support: Stage

Total Credits: **53**

Additional information on job roles:

We have included jobs roles within this pathway that reflect the industry as a whole, which is made up of many different types of venues. Depending on the type of venue, these roles may also be referred to as the following:

Stage Show Staff

Technican (Flys / Stage)

Wingman

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

None in addition to the general entry requirements

Job title(s)	Job role(s)
Stage Technician	Involves setting up the stage for a live performance; getting in, setting up equipment and getting out, loading / unloading and manual handling safely. Prepares and operates equipment during rehearsals and a live performance eg. flying and special effects equipment.
Flyman	Under supervision, prepares flying and lifting equipment and components for use in a live performance. This may include; using chain hoists, operation of automated winches and will involve manual handling.

Qualifications

Competence qualifications available to this pathway

C1 - Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	600/9640/8	Pearson Education Ltd	25	161	N/A

Knowledge qualifications available to this pathway

K1 - Level 2 Award in Principles of the Creative and Cultural Sector					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/9639/1	Pearson Education Ltd	10	55	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

Level 2 Award in Principles of the Creative and Cultural Sector

The mandatory units for the Level 2 Award in Principles of the Creative and Cultural Sector have been developed in response to employer demand for a qualification which aids transferability of knowledge across the creative and cultural sector. The qualification provides the underpinning knowledge and understanding for C1. Learners must follow the endorsed pathway for Technical Theatre (Lighting) in order to meet the requirements of this framework.

This means that learners on the Technical Theatre endorsed pathway must achieve the following:

Mandatory units:

- Understand Features of the Creative and Cultural Industry - 3 credits
- Principles of Developing Creative and Cultural Ideas - 2 credits
- Principles of keeping up to date with trends and developments within the arts - 2 credits

And a minimum of one of the following optional units:

- Delivery of effective customer service - 6 credits
- Principles of providing administrative services - 4 credits

The units within the qualification include 10 credits worth of knowledge coverage, required by the SASW.

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	2	6
Application of numbers	2	6
IT	2	6

Progression routes into and from this pathway

Progression into the Level 2 Foundation Apprenticeship in Technical Theatre Support: Lighting, Sound & Stage

This will be from a variety of routes including:

- Studies that have included the arts
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media
- Work or work experience - including a portfolio of evidence
- General or vocational qualifications related to or relevant for the creative and cultural industries

Progression from the Level 2 Foundation Apprenticeship:

- Other apprenticeship frameworks in the creative and cultural family including: Live Events and Promotion, Community Arts
- (14-19) Diploma in Creative & Media at Higher or Advanced Level
- General or vocational qualifications related to or relevant for the creative and cultural industries

Jobs

Specific roles which may lead on from this pathway include:

- Stage Technician
- Flyman

Following a period of working within the same role and the development of additional skills either at a higher level or at the same level; Assistant Electrician, Assistant Sound Technician, Senior Electrician / Deputy Head of Electrics, Board / Console Operator, Lighting Technician (or

Leading Technician), Maintenance Supervisor / Manager, Senior Sound Technician, Senior Stage Technician, Head Flyman.

And with further development and training, potential jobs may include for example, a Technical or Stage Manager.

FE/HE

- Level 3 (Advanced) Apprenticeship in Technical Theatre
- Foundation Apprenticeship in Team Leading
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media at Higher or Advanced Level
- Other vocational qualifications related to or relevant for the creative and cultural industries, or HND/HNC in Theatre Electrics

For an insight into careers in the creative and cultural industries visit:

<http://www.creative-choices.co.uk/>

Employee rights and responsibilities

Delivery and assessment of ERR

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 www.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 3

Title for this framework at level 3

Technical Theatre

Pathways for this framework at level 3

- | | |
|------------|------------------------------|
| Pathway 1: | Technical Theatre (Lighting) |
| Pathway 2: | Technical Theatre (Sound) |
| Pathway 3: | Technical Theatre (Stage) |

Level 3, Pathway 1: Technical Theatre (Lighting)

Description of this pathway

Technical Theatre (Lighting)

Total Credits **63**

We have included jobs roles within this pathway that reflect the industry as a whole, which is made up of many different types of venues. Depending on the type of venue, these roles may also be referred to as the following:

Chargehand Lighting Electrician /Senior Lighting Technician
Senior Production Electrician
Senior Lighting Technician
Studio Technician
Lighting Maintenance / Development Technician
Stage Systems LX Engineer
Automated Lighting Technician

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

None in addition to the general entry requirements.

Job title(s)	Job role(s)
Senior Lighting Technician/ Deputy Head of Lighting	Plans and oversees the maintenance of production items and equipment. Supervises the installation and use of electrical equipment during a live performance. In some venues, may be responsible for the provision of resources/scheduling of staff and maintenance, budgeting, production schedules.
Board/Console Operator	The board operator works with the lighting designer and is responsible for the programming (or plotting) of the control system (board). This could be either the light board or audio mixing console during a live performance.
Lighting Maintenance Supervisor / Manager	Plans and oversees the maintenance of production items and equipment for a performance. Ensures all maintenance duties are carried out safely. Supervises the installation and use of electrical equipment during a live performance.
Lighting Technician or Lead Lighting Technician	Works with the lighting designer and director to plan lighting requirements for a live performance. Sources lighting/special effects equipment, supervises the operation of lighting control systems, operates lighting for a live performance, checking control systems and health & safety.

Qualifications

Competence qualifications available to this pathway

C1 - Level 3 Certificate in Technical Theatre: Sound, Light and Stage					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	600/9701/2	Pearson Education Ltd	30	148	N/A

Knowledge qualifications available to this pathway

K1 - Level 3 Certificate in Principles of the Creative and Cultural Sector					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/9669/X	Pearson Education Ltd	15	119	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

Level 3 Certificate in Principles of the Creative and Cultural Sector

The mandatory Units for the Level 3 Certificate in Principles of the Creative and Cultural Sector have been developed in response to employer demand for a qualification which aids transferability of knowledge across the creative and cultural sector. The qualification contains provides the underpinning knowledge and understanding for C1. Learners must follow the endorsed pathway for Technical Theatre (Lighting) in order to meet the requirements of this framework.

This means that learners on the Technical Theatre endorsed pathway must achieve the following:

Mandatory units

- Understand the Creative and Cultural Industry - 4 credits
- Principles of personal responsibilities and how to develop and evaluate own performance at work - 4 credits
- Keep up to date with developments in the arts - 6 credits

And a minimum of one of the following optional units:

- Principles of working with and supervising others in a business environment - 3 credits
- Principles of project management - 2 credits
- Principles of customer service delivery - 6 credits

The units within the qualification include 10 credits worth of knowledge coverage, required by the SASW.

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	2	6
Application of numbers	2	6
IT	2	6

Progression routes into and from this pathway

Progression into the Level 3 Apprenticeship in Technical Theatre

This can be from a variety of routes including:

- Foundation Apprenticeship in Technical Theatre
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media
- General or vocational qualifications related to or relevant for the creative and cultural industries

Progression from the Apprenticeship

Jobs

Specific roles which might lead on from this pathway include:

- Lighting Technician (or Lead Lighting Technician)

Following a period of working within the same role and the development of additional skills either at a higher level or at the same level; Senior Sound Technician, Senior Stage Technician, Head Flyman.

And with further development and training, potential jobs may include, for example, a Technical Manager or Stage Manager.

FE/HE

For those who wish to continue their development of skills and qualifications beyond level 3, opportunities exist to undertake higher qualifications such as:

- HND/HNC Theatre Electrics

- After further development and training possibly a Foundation degree in Technical Theatre.
- Level 4/5 qualifications in Management
- Other vocational qualifications related to or relevant for the creative and cultural industries

For an insight into jobs as lighting technicians and careers in the creative and cultural industries visit: <http://www.creative-choices.co.uk/>

UCAS points for this pathway: N/A

Employee rights and responsibilities

Delivery and assessment of ERR

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 www.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 3, Pathway 2: Technical Theatre (Sound)

Description of this pathway

Technical Theatre: Sound

Total Credits **63**

We have included jobs roles within this pathway that reflect the industry as a whole, which is made up of many different types of venues. Depending on the type of venue, these roles may also be referred to as the following:

Deputy Sound Operator
Lead Technician
Production Sound Engineer
Sound Operator
Senior Technician Sound
Studio Technician
Senior Technician
Deputy Sound Technician

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

None in addition to the general entry requirements

Job title(s)	Job role(s)
Senior Sound Technician	Works with the director, sound designer and technicians to plan sound requirements for a live performance. Supervises the getting in, setting up and getting out within the venue. Oversees sound operation during the performance and may mix live sound and supervises the maintenance of equipment.

Qualifications

Competence qualifications available to this pathway

C1 - Level 3 Certificate in Technical Theatre: Sound, Light and Stage					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	600/9701/2	Pearson Education Ltd	30	148	N/A

Knowledge qualifications available to this pathway

K1 - Level 3 Certificate in Principles of the Creative and Cultural Sector					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/9669/X	Pearson Education Ltd	15	119	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

Level 3 Certificate in Principles of the Creative and Cultural Sector

The mandatory Units for the Level 3 Certificate in Principles of the Creative and Cultural Sector have been developed in response to employer demand for a qualification which aids transferability of knowledge across the creative and cultural sector. The qualification contains provides the underpinning knowledge and understanding for C1. Learners must follow the endorsed pathway for Technical Theatre (Lighting) in order to meet the requirements of this framework.

This means that learners on the Technical Theatre endorsed pathway must achieve the following:

Mandatory units

- Understand the Creative and Cultural Industry - 4 credits
- Principles of personal responsibilities and how to develop and evaluate own performance at work - 4 credits
- Keep up to date with developments in the arts - 6 credits

And a minimum of one of the following optional units:

- Principles of working with and supervising others in a business environment - 3 credits
- Principles of project management - 2 credits
- Principles of customer service delivery - 6 credits

The units within the qualification include 10 credits worth of knowledge coverage, required by the SASW.

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	2	6
Application of numbers	2	6
IT	2	6

Progression routes into and from this pathway

Progression into the Level 3 Apprenticeship in Technical Theatre: Light Sound & Stage

This can be from a variety of routes including:

- Foundation Apprenticeship in Technical Theatre
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media
- General or vocational qualifications related to or relevant for the creative and cultural industries

Progression from the Apprenticeship

Jobs

Specific roles which might lead on from this pathway include:

Following a period of working within the same role and the development of additional skills either at a higher level or at the same level; Senior Electrician / Deputy of Electrics, Board / Console Operator, Lighting Technician (or lead Technician, Senior Stage Technician, Head Flyman.

And with further development and training, potential jobs may include, for example, a Technical Manager or Stage Manager.

FE/HE

For those who wish to continue their development of skills and qualifications beyond level 3, opportunities exist to undertake higher qualifications such as:

- HND/HNC Theatre Electrics

- After further development and training possibly a Foundation degree in Technical Theatre.
- Level 4/5 qualifications in Management
- Other vocational qualifications related to or relevant for the creative and cultural industries

For an insight into jobs as lighting technicians and careers in the creative and cultural industries visit: <http://www.creative-choices.co.uk/>

UCAS points for this pathway:

(no information)

Employee rights and responsibilities

Delivery and assessment of ERR

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 www.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 3, Pathway 3: Technical Theatre (Stage)

Description of this pathway

Technical Theatre: Stage

Total Credits **63**

We have included jobs roles within this pathway that reflect the industry as a whole, which is made up of many different types of venues. Depending on the type of venue, these roles may also be referred to as the following:

Multi Skill Technician (Flys / Stage)

Wingman

Deputy Stage Technician

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

None in addition to the general entry requirements

Job title(s)	Job role(s)
Senior Stage Technician	Sources materials and equipment for sets. Supervises the getting in and getting out, ensuring loads are handled safely. Working with others, oversees the set up and operation of special effects equipment during rehearsals and the live performance.
Head Flyman	Supervises the preparation and operation of flying equipment for use during a live performance. In some venues, may be required to create lifting plans and order supplies.

Qualifications

Competence qualifications available to this pathway

C1 - Level 3 Certificate in Technical Theatre: Sound, Light and Stage					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
C1a	600/9701/2	Pearson Education Ltd	30	148	N/A

Knowledge qualifications available to this pathway

K1 - Level 3 Certificate in Principles of the Creative and Cultural Sector					
No.	Ref no.	Awarding organisation	Credit value	Guided learning hours	UCAS points value
K1a	600/9669/X	Pearson Education Ltd	15	119	N/A

Combined qualifications available to this pathway

N/A

Relationship between competence and knowledge qualifications

Level 3 Certificate in Principles of the Creative and Cultural Sector

The mandatory Units for the Level 3 Certificate in Principles of the Creative and Cultural Sector have been developed in response to employer demand for a qualification which aids transferability of knowledge across the creative and cultural sector. The qualification contains provides the underpinning knowledge and understanding for C1. Learners must follow the endorsed pathway for Technical Theatre (Lighting) in order to meet the requirements of this framework.

This means that learners on the Technical Theatre endorsed pathway must achieve the following:

Mandatory units

- Understand the Creative and Cultural Industry - 4 credits
- Principles of personal responsibilities and how to develop and evaluate own performance at work - 4 credits
- Keep up to date with developments in the arts - 6 credits

And a minimum of one of the following optional units:

- Principles of working with and supervising others in a business environment - 3 credits
- Principles of project management - 2 credits
- Principles of customer service delivery - 6 credits

The units within the qualification include 10 credits worth of knowledge coverage, required by the SASW.

Transferable skills (Wales)

Essential skills (Wales)

	Minimum level	Credit value
Communication	2	6
Application of numbers	2	6
IT	2	6

Progression routes into and from this pathway

Progression into the Level 3 Apprenticeship in Technical Theatre

This can be from a variety of routes including:

- Foundation Apprenticeship in Technical Theatre
- Welsh Baccalaureate Principal Learning Qualification in Creative & Media
- General or vocational qualifications related to or relevant for the creative and cultural industries

Progression from the Apprenticeship

Jobs

Specific roles which might lead on from this pathway include:

- Senior Stage Technician
- Head Flyman

Following a period of working within the same role and the development of additional skills either at a higher level or at the same level; Senior Electrician / Deputy of Electrics, Board / Console Operator, Lighting Technician (or Lead Lighting Technician), Maintenance Supervisor / Manager, Senior Sound Technician.

And with further development and training, potential jobs may include, for example, a Technical Manager or Stage Manager.

FE/HE

For those who wish to continue their development of skills and qualifications beyond level 3,

opportunities exist to undertake higher qualifications such as:

- HND/HNC Theatre Electrics
- After further development and training possibly a Foundation degree in Technical Theatre.
- Level 4/5 qualifications in Management
- Other vocational qualifications related to or relevant for the creative and cultural industries

For an insight into jobs as lighting technicians and careers in the creative and cultural industries visit: <http://www.creative-choices.co.uk/>

UCAS points for this pathway:

(no information)

Employee rights and responsibilities

Delivery and assessment of ERR

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 www.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.

The remaining sections apply to all levels and pathways within this framework.

How equality and diversity will be met

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
- 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 is the culture of graduate bias during recruitment which we hope this framework will begin to address.

In order to counteract some of these issues, awareness of careers in Technical Theatre and other creative and cultural industries 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.
- the (14-19) Diploma in Creative and Media and the Young Apprenticeship Programme in Art and Design or Performing Arts, which has been raising awareness in schools
- 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/>
- we work with employers to raise awareness of apprenticeships in the creative and cultural sectors. This diversifies 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 included to offer additional support and increase the chances of apprentices successfully

completing the Apprenticeship.

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 Guide to 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 as part of our Sector Qualifications Strategy.

On and off the job training (Wales)

Summary of on- and off-the-job training

Total on and off the job Guided learning Hours

LEVEL 2 (the average time to complete the Level 2 is 15 months)

Pathway 1 (Lighting) Total GLH is 486

Pathway 2 (Sound) Total GLH is 486

Pathway 3 (Stage) Total GLH is 486

LEVEL 3 (the average time to complete the Level 3 is 18 months)

Pathway 1 (Lighting) Total GLH is 537

Pathway 2 (Sound) Total GLH is 537

Pathway 3 (Stage) Total GLH is 537

Given the predominance of SMEs in the creative and cultural sector, patterns of delivery will vary, with some provision being front loaded within the first 12 months while others may wish to spread training over the length of the Apprenticeship. However, as a guide, we would expect a minimum of 280 GLH to be delivered in the first 12 months.

Off-the-job training

OFF THE JOB training hours:

OFF THE JOB GLH

Off-the job training is defined as time for learning activities away from normal work duties. For this framework the amount of off-the-job training is as follows:

Level 2:

Minimum off the job training hours is 325, based on an average 15 month apprenticeship. This exceeds the 30% minimum of 100 GLH per year.

Level 3

Minimum off the job training hours is 389, based on an average 18 month apprenticeship. This exceeds the 30% minimum of 100 GLH per year.

How this requirement will be met

Training hours delivered under an apprenticeship agreement may vary depending on the previous experience and attainment of the apprentice.

The amount of off-the-job training required to complete the apprenticeship under the apprenticeship agreement may then be reduced accordingly, provided the total number of off-the-job hours for this framework can be verified for apprenticeship certification.

Previous attainment

Where a learner enters an apprenticeship agreement having previously attained parts or all of the relevant qualifications, this prior learning needs to be recognised using either QCF credit transfer for achievements within the QCF; or through recording of exemptions for certificated learning outside of the QCF, for example Principal Learning qualifications.

For apprentices who have already achieved the relevant qualifications, they must have been certificated within 5 years (to be determined by the framework developer) of applying for the Foundation Apprenticeship Certificate.

Previous experience

Where a learner enters an Apprenticeship agreement with previous work-related experience, this prior learning needs to be recognised [see QCF Guidance on Claiming Credit for further details]. To count towards apprenticeship certification, previous experience must be recorded using the appropriate Awarding Organisation's QCFW 'Recognition of Prior Learning' (RPL) procedures and the hours recorded may then count towards the off-the-job hours required to complete the Apprenticeship.

For apprentices with prior uncertificated learning experience, the off-the-job learning must have been acquired within 5 years of application for the Foundation Apprenticeship Certificate or have been continuously employed in the relevant job role in the industry for five years duration.

Off-the-job training needs to:

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

Off-the-job training must be formally recorded, either in a diary, workbook, portfolio, or be verified by attendance records. This evidence needs to be checked and signed by the assessor and employer.

Level 2: How this requirement will be met:

- 55 hours for the Level 2 Award in Principles of the Creative and Cultural Sector
- 180 hours for the three Essential Skills Wales
- 45 hours for ERR and induction
- 45 hours for mentoring apprentices (minimum of one hour a week)

Level 3 How this requirement will be met:

- 119 hours for the Level 3 Certificate in Principles of the Creative and Cultural Sector
- 180 hours for the three Essential Skills Wales
- 45 hours for ERR and induction
- 45 hours for mentoring apprentices (minimum of one hour a week)

Evidence of off the job training hours:

Level 2

- Level 2 Award in Principles of the Creative and Cultural Sector
- Level 1 Essential Skills Wales Certificates for Communication, Application of Number and ICT

Level 3

- Level 3 Certificate in Principles of the Creative and Cultural Sector
- Level 2 Essential Skills Wales Certificates for Communication, Application of Number and ICT

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.

On-the-job training

ON THE JOB GLH

LEVEL 2:

- Pathway 1 Minimum 161 GLH (Lighting)
- Pathway 2 Minimum 161 GLH (Sound)
- Pathway 3 Minimum 161 GLH (Stage)

LEVEL 3:

- Pathway 1 Minimum 148 GLH (Lighting)
- Pathway 2 Minimum 148 GLH (Sound)
- Pathway 3 Minimum 148 GLH (Stage)

How this requirement will be met

These hours may vary depending on previous experience and attainment of the apprentice. Where a learner enters an apprenticeship agreement having previously attained or acquired the appropriate competencies or knowledge, this prior learning needs to be recognised and documented using the relevant QCF credit transfer, QCF exemption or RPL procedures (as off-the-job above). The amount of on-the-job training required to complete the apprenticeship under the apprenticeship agreement may then be reduced accordingly, provided the total number of on-the-job hours for this framework can be verified for apprenticeship certification.

Training providers are encouraged to identify additional on-the-job training programmes that customise the learning to the new workplace. Customisation programmes may include:

- selecting appropriate additional Unit(s) from QCF qualifications, or relevant units recognised as Quality Assured Lifelong Learning [QALL] through a CQFW recognised body
- following Essential Skills at a level higher than that specified in the framework
- including one or more Wider Key Skills or other competency-based qualifications/units relevant to the workplace.

For apprentices who have already achieved the relevant qualifications, they must have been certificated within 5 years from the date of application for the Foundation Apprenticeship/Apprenticeship Certificate or have been continuously employed in the industry for 5 years. Job roles within Technical Theatre require a thorough level of technical competence and knowledge, which will be undertaken through work-based training, practice and experience.

On-the-job learning must be formally recorded, either in a diary, workbook, portfolio, or be verified by attendance records. This evidence needs to be checked and signed by the employer and assessor. A sample of these records of hours may be requested by Creative & Cultural Skills when applying for an apprenticeship completion certificate.

Evidence of on the job hours:

LEVEL 2 FOUNDATION APPRENTICESHIP

- Level 2 Certificate in Technical Theatre Support: Sound, Light and Stage

LEVEL 3 APPRENTICESHIP

- Level 3 Certificate in Technical Theatre Support: Sound, Light and Stage

Wider key skills assessment and recognition (Wales)

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.

Additional employer requirements

None.

apprenticeship
FRAMEWORKS ONLINE

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