

GRANTS FOR QUALIFYING YOUR WORKFORCE

Before allowing workers onto their sites, most contractors and clients now demand proof of competence – and this can be provided by a CSCS card. The card lists the holder's qualifications and are valid for either three or five years. It also shows they have health and safety awareness.

On-site Assessment and Training (OSAT) is a fast and easy way to get your experienced workers a qualified and there are grants available to cover the cost of obtaining an NVQ and a skilled worker CSCS card. Your FeRFA approved assessor will assist you in putting together a planned programme of training and assessment for each candidate which will meet the ConstructionSkills' Skillsmatch requirements.

From August 2008 for all eligible candidates registered with a FeRFA approved assessor for the NVQ Level 2 (either Resin Flooring or Surface Preparation) the following rates apply: *(please note that all funding information applies to current LSC contract year August 2008 to July 2009)*

ON-SITE ASSESSMENT AND TRAINING (OSAT)

On passing ConstructionSkills Health and Safety Test(A30)	cost of test	complete a claim form on achievement
For producing agreed action plan on Skillsmatch by FeRFA Assessor: (A34A)	£100	claim form will be sent to you
Balance paid on Level 2 achievement(A34B)	£500	claim form will be sent to you
Total	£600	
Plus potential supplement of 25% if CITB levy paid on time	£150	(conditions apply)
Total Grant plus supplement (exc. test refund)	£750	

For full details and conditions go to www.cskills.org/grant. A copy of the ConstructionSkills booklet on grants is available to download from the training page of the FeRFA website <http://www.ferfa.org.uk/training.htm>.

What does this mean to you as an employer?

By qualifying your workforce, you will not be invoiced for any charges for the assessment process (subject to eligibility – see below). All costs involved are fully covered by the new Train to Gain grant funding. In addition you will still be able to claim to the CITB grant of £600 (+25% supplement if levy paid on time) per candidate, shown above.

If candidates do not meet the criteria given, then assessor fees will be charged at the normal rate (although you will still get the CITB grant of £600 plus supplement per candidate.)

You will also receive an additional 25% supplementary payment automatically if you pay your CITB levy on time as well as being able to apply for an additional grant of £50 from the NSCC (www.nsc.org.uk) once the candidate has qualified and applied for a CSCS blue skilled workers card. All successful candidates are also awarded a FeRFA ID badge and certificate.

What criteria must be met to claim Train to Gain Funding for free assessment?

The qualification requirements for funding are:

- Over 19
- Candidate has the right to work in England
- Not previously qualified to an NVQ level 2 or equivalent or studying for an equivalent. *
- In the case of Scotland and Wales funding may be available provided the candidate qualifies for two out of three of the following criteria: (1): Works in England, (2) Resides in England and/or (3) Works for an English company.

* Typical equivalents or above are:

- 5 GCSEs at grades A-C / 5 CSE Grade 1's
- 1 or more A levels / 2 AS levels
- BEC General Certificate (Diploma with Credit) HND/HNC Edexcel/BTEC 1st Diploma or higher City and Guilds Higher Operative or Craft GNVO intermediate or higher NVQ levels 2,3, 4 Access Course
- Additional funding may be available for second qualifications in certain circumstances - please contact FeRFA

How to register candidates

Simply phone FeRFA on 01252 714250 with the following detail:

- Name of candidates
- Age of candidates
- Experience of candidates (e.g. any previous qualifications – with copy certificates)

APPRENTICESHIP SCHEME GRANTS AND COSTS

There are now two routes to funding for apprentices, dependent on previous qualifications. For the majority of candidates who have no other qualifications, this is now available at a higher rate through the Learning Skills Council (LSC). To qualify for this level of funding candidates will attend a 5-day residential course on Key and Learning Skills at ConstructionSkills in Bircham Newton.

Those candidates who already have the qualifications listed below can apply for A08 funding.

The two levels – LSC and A08 - are shown in the grey box below.

The qualification requirements for LSC funding are:

To be eligible candidates must be:

- Over 19
- Resident in England and NOT previously qualified to an NVQ level 2 or equivalent or studying for an equivalent. *
- If the employer is registered in England but the candidate (employee) is working in Scotland or Wales then the funding is still applicable.

* Typical equivalents or above are:

- 5 GCSEs at grades A-C / 5 CSE Grade 1's
- 1 or more A levels / 2 AS levels
- BEC General Certificate (Diploma with Credit) HND/HNC Edexcel/BTEC 1st Diploma or higher City and Guilds Higher Operative or Craft GNVQ intermediate or higher NVQ levels 2,3, 4 Access Course

How to register candidates

Simply phone FeRFA on 01252 714250 with the following detail (you will be sent a registration form to complete):

- Name of candidates
- Age of candidates
- Experience of candidates (e.g. any previous qualifications)

LSC APPRENTICESHIPS		FUNDING VIA A08 +	
On Registration	£210	On Registration	£200
Year 1 attendance (made in ¼ payments to employer)	£1,680	Year 1 attendance (made in ¼ payments)	£1550
Year 2 attendance (made in ¼ payments)	£1,470	Year 2 attendance (made in ¼ payments)	££550
On achievement of NVQ Level 2	£500	On achievement of NVQ Level 2	£500
Award of Apprenticeship (framework) bonus	£1,840	Award of Apprenticeship Achievement Bonus	£900
Total	£5,700	Total	£3,700
Plus potential supplement of 25% if CITB levy paid on time (conditions apply)	£1,425	Plus potential supplement of 25% if CITB levy paid on time (conditions apply)	£925
Total Grant plus supplement	£7,125	Total Grant plus supplement (exc. test refund)	£4,625

Apprenticeship Costs

	LSC	A08
Initial payment per candidate payable prior to commencement of the course	£800	£800
7 quarterly instalments of approx. £600 made over 2 years	£4,200	£4,200
Maximum costs **	£5,000.00	£5,000.00

* Course fees include all training, refreshments, documentation, H&S touch screen test as well as FeRFA PPE for use when training.
(This fee structure is for FeRFA Members only.)

+ For those with apprentices on the A08 funding scheme, FeRFA will reimburse the difference between the grant awarded and payments charged (£375) on successful completion of the NVQ and settlement of any outstanding invoices.

WHAT APPRENTICESHIP SCHEMES ARE AVAILABLE?

FeRFA has two apprenticeship schemes:

- In Situ Resin Flooring and
- Prepare and Profile Substrates

The schemes are delivered in modules by a mix of formal instruction off the job, followed by supervised on the job training at employer level, with a final end assessment by an industry approved Assessor. This supervision will be conducted by a competent person and there will be a candidate record book to evidence training received.

Both lead to an NVQ Level 2, a Blue CSCS Skilled Card and the FeRFA ID Badge. (Apprentices can apply for a CSCS (red) Trainee card on successful completion of the H&S touch screen test which is part of the scheme.)

Apprentices on the LSC funding stream will take part in the 5-day Key Learning Skills residential course as part of the scheme which is organised by Construction Skills at their Bircham Newton facility. (Candidates on A08 funding do not take this course.)

IN SITU RESIN FLOORING

Module No.	Course Modules	Duration
1	Introduction to the NVQ	½ day
2	Generic Health & Safety	1½ days
3	Learning & Key skills residential course *	5 days
4	CSCS & NVQ Registration & Induction, test preparation and Introduction to Core Sector	1 day
5	Introduction to In Situ Resin Flooring	1 day
6	Work practice & project planning	1 day
7	First Aid Appointed Person	½ day

Module No.	Course Modules	Duration
8	Manual Handling & Vehicle Loading	½ day
9	Abrasive & Diamond Wheels	2 days
10	Prepare background surfaces	2 days
11	Coatings	2 days
12	Self-smoothing	2 days
13	Screeds	2 days
14	Flowable Screeds	2 days
15	On-site training, unit assessments and final sign off	

PREPARE AND PROFILE SUBSTRATES

Module No.	Course Modules	Duration
1	Introduction to the NVQ	½ Day
2	Generic Health & Safety	1½ Days
3	First Aid Appointed Person	½ Day
4	CSCS & NVQ Registration & Induction, test preparation and Introduction to Core Sector	1 Day
5	Introduction to Surface Preparation	1 Day
6	Work practice & project planning	1 Day
7	Manual Handling, Vehicle Loading and Towing Regulations	1 Day
8	Fork Lift Truck (restricted use)	3 Days

Module No.	Course Modules	Duration
9	Abrasive & Diamond Wheels	1 Day
10	Learning & Key skills residential course *	5 day
11	Shotblasting	3 Days
12	Planing	2 Days
13	Grinding	2 Days
14	Polishing	2 Days
15	Multi-Stripping	2 Day
LS	Learning Skills	1 Day
	On-site training, unit assessments and final sign off	

* This five day residential course is mandatory for all candidates on LSC funding only.

If you wish to register candidates for either apprenticeship schemes please contact FeRFA or download the candidate enrolment form from the training area of the website.

DISCOUNTS ON SMSTS TRAINING

FeRFA members can take advantage of discounts of £100 off the 5-day Site Management and Safety Training Scheme (SMSTS) and £50 off the 2-day Site Supervisors Safety Training Scheme (SSSTS) when booked direct with one of the following providers:

- National Construction College – 0870 4166 222
- Safety Services (UK) Ltd – 0845 402 5050
- SSG Training and Consultancy – 0870 043 4743

For course dates and details of how to book, download a flyer from the members' area of FeRFA Website.

TRAINING AND DEVELOPMENT PLANS

Putting a Training and Development Plan in place allows you to claim grants for construction related training or training in other subjects of use to your business, such as computer skills, administration and sustainability. A Training and Development Plan helps you to map out your needs for the year ahead.

There are two grants which can be claimed:

- a grant for producing the Training and Development Plan (grant B101) of £10 per employee declared in your 2008 Levy Return. (There is a £500 minimum payment.)
- a grant for each day's training (grant B102) of £27.50 per day.

The grant is paid in three instalments throughout the year. The grant also attracts an additional 25% supplementary payment if levy is paid on time.

FURTHER QUALIFICATIONS – NVQs LEVEL 3 AND 4

If you are looking beyond NVQ level 2 for your personnel there are further qualifications available as follows:

- Occupational work supervision best suited for a person working in an office environment
- Construction Site Supervision for on-site operators in control of work and team supervision
- Construction Site Manager for established personnel who have carried out all the above duties and progressed to more client interaction and works on a higher scale regarding methods, responsibilities and pricing.

Currently there is CSkills grant of £800.00 for level 3 plus up to £1500 T2G funding for a first level 3. For Level 4 it is £1100.00 for, but no T2G.

TRAINING ADVICE – KEY CONTACTS

Full training advice is available from the following people:

Assessors	Telephone	Email
MIKE SQUIRRELL	01527 892574	mike_squirrell@hotmail.co.uk
MALCOLM BIGG	01277 221594	malcolmbigg@hotmail.com
ConstructionSkills	Telephone	Email
PAUL GAZE	07736 383 222	paul.gaze@cskills.org
TIM BLACKMAN, NSAC Manager		tim.blackman@cskills.org
Skills Direct		
For information on new CSCS cards and renewals	0844 248 5262	
FeRFA		
LISA HENNESSEY, Secretary	01252 714250	lisa@ferfa.org.uk
HELEN MCGACHIE, Chief Executive Officer	07977 078821	helen@ferfa.org.uk