



STIRLING COUNCIL Apprenticeship Charter

Stirling Council's apprenticeship charter provides a tool to ensure apprenticeships deliver positive outcomes.

Well funded, high quality apprenticeships which lead to a meaningful job, make an important contribution in addressing skills gaps and tackling youth unemployment. The most effective apprenticeships are developed by a joint approach, involving employers, trade unions, training providers, and apprentices.

Stirling Council's will actively support Apprentice schemes which meet the following criteria:

Apprentices have the right to:

- An employment contract.
- Guaranteed interview for vacant post, once their apprenticeship is complete.
- Payment at the training rate for the job.
- The same terms and conditions as existing workplace policies and procedures.
- High quality training - both on and off the job.
- Appropriate job supervision, pastoral support and clarity about rights and responsibilities.
- Not be used for job substitution, including covering staff shortages of any duration.
- A safe and healthy working environment - free from discrimination and bullying.
- Join and participate in a trade union of their choice.
- Remain on the same contract, terms and conditions, if they are already existing employees who start an apprenticeship.

Line Mangers have a responsibility to:

- Conduct a skills audit, to properly determine their team needs.
- Discuss recruitment plans with relevant trade unions, to develop a high quality apprenticeship scheme, which ensures apprentices' rights are respected.
- Select and monitor a high-quality training provider.
- Ensure the quality of the apprenticeship training builds the skills to lead to a real job.
- Recognise apprenticeships as investing in future labour, rather than 'cheap labour'.
- Keep existing employees informed about the introduction of the apprenticeship scheme.
- Provide support and training for the supervisors of apprentices.
- Meet regularly with apprentices and their representatives.
- Actively challenge job stereotyping.
- Encourage and celebrate apprentices.

Stirling Council thanks UNISON for raising this Charter

Management:

Trade Unions: