

# Apprenticeships Quality Improvement Plan 2024-25

SAR Section Reference	Area of improvement	Action Plan	Action Owner(s)	Timescales	RAG Progress to date
<b>Section One: Quality of Education</b>					
5.2 (1)	Improving retention and engagement with enhanced communication, study tools, attendance markers, and social spaces.	Implementation of engagement policy supported by programme teams to ensure compliance with regular monitoring to evaluate impact on achievement, retention, and engagement rates.	School Degree Apprenticeship Managers	Sept 2025	GREEN
5.2 (2)	Streamline platform integration and employer collaboration to support administrative efficiency	<ol style="list-style-type: none"> <li>(2023-24) Review of management and recording of progress review targets, off-the-job training, and EPA completion, utilising smart assessor.</li> <li>Review and refinement of all programmes to strengthen employer collaboration.</li> </ol>	<ol style="list-style-type: none"> <li>School Degree Apprenticeship Managers, Apprenticeship Skills Coaches/Senior Tutors</li> <li>School Degree Apprenticeship Managers</li> </ol>	Sept 2025	AMBER
<b>Section Two: Behaviours and Attitudes</b>					
5.2 (5)	Strengthen the apprenticeship sense of community and in-person interactions	Providing more social events, networking opportunities, and promotion in volunteering and alumni mentorship programmes	Apprenticeship Programme Teams	Sept 2025	GREEN
<b>Section Three: Personal Development</b>					

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5.2 (4)	Enhanced alignment with EPA and reflective practices	<ol style="list-style-type: none"> <li>1. Development and implementation of specialised work-based modules tailored to EPA requirements, supported by the engagement policy and alumni mentorship.</li> <li>2. Development of quality related EPA guidance for schools/institutes</li> </ol>	<ol style="list-style-type: none"> <li>1. Apprenticeship Programme Managers, Apprenticeship Programme team</li> <li>2. Academic Quality and Standards</li> </ol>	Sept 2025	GREEN
<b>Section Four: Leadership and Management</b>					
5.2 (3)	Expanding staff professional development	Increasing staff CPD resources, introducing more leadership roles, offering industry placements, and providing tailored training to enhance staff apprenticeship delivery and support	Queen Mary Academy	Sept 2025	GREEN