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**Greater Manchester Combined Authority (GMCA)**

**Education, Work and Skills Flexible Procurement System (FPS)**

**Requirements Matrix Response Document**

**This document is to be completed inconjunction with the Requirements Matrix**

**5.3 – Response Document - Sector and/or Occupational Specialisms**

**Sector and/or Occupational Specialisms**

|  |  |
| --- | --- |
| Applicants Name |  |

**6.2a – Accredited Occupation**

Question - Please provide a response for all areas you are submitting for. You should provide evidence of your **experience and track** record in delivering qualifications against each specialism you have ticked.

Please include:

* Relevant **internal quality evidence** applicable to each specialism or categories, e.g. SAR / internal grading, if applicable.
* **Learner volumes** per qualification level within the specialism or categories for the **2 previous complete academic years.** For example, please let us know how many learners at Level 3 you had within the specialism per year, at Level 4, and so on**.**
* Most recently published **achievement rates** for this sector / occupational area / category.
* Examples of **evidence which reflect programmes** of delivery, i.e. apprenticeships, adult education, commercial, or young persons provision etc.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

**Section 1**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 6.2 | Specialism | Description / Definition | √ | Provider Response (max 250 words each) |
| Occupational | | | | |
| a | Agriculture, environmental and animal care | <https://www.instituteforapprenticeships.org/occupational-maps/agriculture-environmental-and-animal-care/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| b | Business and administration | <https://www.instituteforapprenticeships.org/occupational-maps/business-and-administration/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| c | Care Services | <https://www.instituteforapprenticeships.org/occupational-maps/care-services/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| d | Catering and Hospitality | <https://www.instituteforapprenticeships.org/occupational-maps/catering-and-hospitality/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| e | Construction | <https://www.instituteforapprenticeships.org/occupational-maps/construction/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| f | Creative and design | <https://www.instituteforapprenticeships.org/occupational-maps/creative-and-design/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| g | Digital | <https://www.instituteforapprenticeships.org/occupational-maps/digital/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| h | Education and childcare | <https://www.instituteforapprenticeships.org/occupational-maps/education-and-childcare/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| i | Engineering and Manufacturing | <https://www.instituteforapprenticeships.org/occupational-maps/engineering-and-manufacturing/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| j | Hair and beauty | <https://www.instituteforapprenticeships.org/occupational-maps/hair-and-beauty/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| k | Health and science | <https://www.instituteforapprenticeships.org/occupational-maps/health-and-science/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| l | Legal finance and accounting | <https://www.instituteforapprenticeships.org/occupational-maps/legal-finance-and-accounting/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| m | Protective services | <https://www.instituteforapprenticeships.org/occupational-maps/protective-services/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| n | Sales marketing and procurement | <https://www.instituteforapprenticeships.org/occupational-maps/sales-marketing-and-procurement/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| o | Transport and logistics | <https://www.instituteforapprenticeships.org/occupational-maps/transport-and-logistics/>  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |

**6.2b – Non Accredited / Non Regulated / Bespoke / CPD – Occupation**

|  |  |
| --- | --- |
| Applicants Name |  |

Question - Please evidence your track record of **designing and delivering** non-accredited / non-regulated qualifiations, or CPD / bespoke training for the ticked occupational areas that is **flexible** and ensures both the right support for **individuals** and **meets employers’ needs**. This can include, but is not limited to, short courses, bootcamps, tailored CPD, or top up learning.

Please ensure your response explains the principles of how your organisation has responded to bespoke requirements and been flexible and responsive. Please also provide evidence of positive impact the training has had in each area ticked.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 6.2 | Specialism | Description / Definition | √ | Provider Response should be between 100-150 words per Occupational Specialism |
| Occupational | | | | |
| a | Agriculture, environmental and animal care | <https://www.instituteforapprenticeships.org/occupational-maps/agriculture-environmental-and-animal-care/> |  | **Please insert your word count here** |
| b | Business and administration | <https://www.instituteforapprenticeships.org/occupational-maps/business-and-administration/> |  | **Please insert your word count here** |
| c | Care Services | <https://www.instituteforapprenticeships.org/occupational-maps/care-services/> |  | **Please insert your word count here** |
| d | Catering and Hospitality | <https://www.instituteforapprenticeships.org/occupational-maps/catering-and-hospitality/> |  | **Please insert your word count here** |
| e | Construction | <https://www.instituteforapprenticeships.org/occupational-maps/construction/> |  | **Please insert your word count here** |
| f | Creative and design | <https://www.instituteforapprenticeships.org/occupational-maps/creative-and-design/> |  | **Please insert your word count here** |
| g | Digital | <https://www.instituteforapprenticeships.org/occupational-maps/digital/> |  | **Please insert your word count here** |
| h | Education and childcare | <https://www.instituteforapprenticeships.org/occupational-maps/education-and-childcare/> |  | **Please insert your word count here** |
| i | Engineering and Manufacturing | <https://www.instituteforapprenticeships.org/occupational-maps/engineering-and-manufacturing/> |  | **Please insert your word count here** |
| j | Hair and beauty | <https://www.instituteforapprenticeships.org/occupational-maps/hair-and-beauty/> |  | **Please insert your word count here** |
| k | Health and science | <https://www.instituteforapprenticeships.org/occupational-maps/health-and-science/> |  | **Please insert your word count here** |
| l | Legal finance and accounting | <https://www.instituteforapprenticeships.org/occupational-maps/legal-finance-and-accounting/> |  | **Please insert your word count here** |
| m | Protective services | <https://www.instituteforapprenticeships.org/occupational-maps/protective-services/> |  | **Please insert your word count here** |
| n | Sales marketing and procurement | <https://www.instituteforapprenticeships.org/occupational-maps/sales-marketing-and-procurement/> |  | **Please insert your word count here** |
| o | Transport and logistics | <https://www.instituteforapprenticeships.org/occupational-maps/transport-and-logistics/> |  | **Please insert your word count here** |

**6.2c – Accredited Life Skills**

|  |  |
| --- | --- |
| Applicants Name |  |

Question - Please provide a response for all areas you are submitting for. You should provide evidence of your **experience and track** record in delivering qualifications against each specialism you have ticked.

Please include:

* Relevant **internal quality evidence** applicable to each specialism or categories, e.g. SAR / internal grading, if applicable.
* **Learner volumes** per qualification level within the specialism or categories for the **2 previous complete academic years.** For example, please let us know how many learners at Level 3 you had within the specialism per year, at Level 4, and so on.
* Most recently published **achievement rates** for thes areas.
* Examples of **evidence which reflect programmes** of delivery, i.e. apprenticeships, adult education, commercial, or young persons provision etc.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 6.2 | Specialism | Description / Definition | √ | Provider Response (max 250 words) |
| Life Skills | | | | |
| p | Maths | GCSE maths; Functional Skills maths from Entry to level 2; or Stepping-stone qualifications (including components, where applicable) in maths approved by the DfE and ESFA  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| q | English | GCSE English language; Functional Skills English from Entry to level 2; or Stepping-stone qualifications (including components, where applicable) in English approved by the DfE and ESFA  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| r | English for Speakers of Other Languages (ESOL) | From Entry level up to and including level 2. Where appropriate non-regulated provision is allowed to include pre-entry programmes.  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| s | ICT for Users | Underpinning all essential digital skills, as per https://www.gov.uk/government/publications/essential-digital-skills-framework.  For GM this will include provision pre-entry, Entry Level up to and including Level 2.  Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| t | Community Learning | Learning to develop the skills, confidence, motivation and resilience of adults of different ages and backgrounds in order to:   * Progress towards formal learning or employment; and / or * Improve their health and well-being, including mental health; and / or * Develop stronger communities   Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |
| u | Preparation for life and work | Skills and training which will support residents to progress in specific areas:   * Skills for further study in vocational / sector areas * Employability and developmental skills * Personal progress and well-being * Living independently * Managing own learning and development   Please ensure you refer to **all** the bullet points above |  | **Please insert your word count here** |

**6.2d – Non Accredited / Non Regulated / Bespoke / CPD - Life Skills**

|  |  |
| --- | --- |
| Applicants Name |  |

Question - Please evidence your track record of **designing and delivering** non-accredited, non-regulated or CPD / bespoke training to support residents’ needs, such as short courses, or top up learning that is flexible.

Please ensure your response explains principles of how your organisation has responded to bespoke requirements and been flexible and responsive. Please also provide evidence of positive impact the training has had in each area ticked.

Please tick all that apply. Please ensure the ticks below match the ticks in the Requirements Matrix Spreadsheet.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 6.2 | Specialism | Description / Definition | √ | Provider Response should be between 100-150 words per Specialism |
| Life Skills | | | | |
| p | Maths | GCSE maths; Functional Skills maths from Entry to level 2; or Stepping-stone qualifications (including components, where applicable) in maths approved by the DfE and ESFA |  | **Please insert your word count here** |
| q | English | GCSE English language; Functional Skills English from Entry to level 2; or Stepping-stone qualifications (including components, where applicable) in English approved by the DfE and ESFA |  | **Please insert your word count here** |
| r | English for Speakers of Other Languages (ESOL) | From Entry level up to and including level 2. Where appropriate non-regulated provision is allowed to include pre-entry programmes. |  | **Please insert your word count here** |
| s | ICT for Users | Underpinning all essential digital skills, as per https://www.gov.uk/government/publications/essential-digital-skills-framework.  For GM this will include provision pre-entry, Entry Level up to and including Level 2. |  | **Please insert your word count here** |
| t | Community Learning | Learning to develop the skills, confidence, motivation and resilience of adults of different ages and backgrounds in order to:   * Progress towards formal learning or employment; and / or * Improve their health and well-being, including mental health; and / or * Develop stronger communities. |  | **Please insert your word count here** |
| u | Preparation for life and work | Skills and training which will support residents to progress in specific areas:   * Skills for further study in vocational / sector areas * Employability and developmental skills * Personal progress and well-being * Living independently * Managing own learning and development |  | **Please insert your word count here** |