



Aptem Apprentice at Work – Corndel

How Aptem
Apprentice helps
Corndel with
Compliance

Aptem Apprentice is a complete solution to enhance every aspect of apprenticeship delivery.

Here's the proof ➤



Case Study – Corndel

Corndel was founded in 2016 to develop high-quality training that businesses need to upskill their workforce and take advantage of the Apprenticeship Levy.

They run training programmes in data analysis, leadership and management, project management and software engineering, which align to the accompanying apprenticeship standard.

Their attention to detail and quality mean that they have secured many high-profile clients, including M&S, the NSPCC, Royal Mail and Société Générale, to name a few.

Corndel has rapidly grown to be a leading provider of specialist training. At any one time, it has around 2500 apprentices on its books.

The Compliance Challenge

The apprenticeship system in the UK is subject to a plethora of complex rules governing content, delivery and funding. There are over 200 compliance rules, all of which need to be interpreted and enacted by apprenticeship training organisations. On top of this are the organisations involved in ongoing monitoring of quality – Ofsted, the Education and Skills Funding Agency (ESFA) and the Institute for Apprenticeships and Technical Education.

Training providers, if they are to deliver apprenticeships, are required to join the Register of Apprenticeship Training Providers (RoATP), while organisations offering end-point assessment must join the Register of End-Point Assessment Organisations (RoEPAO).

Other aspects of UK regulation also impact on apprenticeship delivery, such as Safeguarding, Prevent and GDPR.

One issue that all organisations agree with is that the principles governing apprenticeship delivery are *quality* and *value for money*. These principles require accurate paperwork and accounting, and an ability to fully document student progress. A failure to carry out these functions competently can be devastating.

200

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Getting it right

Corndel prides itself on getting it right when it comes to compliance, and it does it with the help of Aptem Apprentice.

“I love Aptem,” says Lisa Hurle, Head of Compliance at Corndel. “In the past, I’ve worked with paper-based front systems, Maytas, a separate ePortfolio system and a separate request for certificates system. What Aptem gives me is all that from start to finish.”

Lisa mentioned the many advantages of Aptem Apprentice when it comes to compliance. For example, all the documentation is in one place and automatically prepopulates critical information once enrolment information is collected.

“As soon as the learner logs onto Aptem, all policies are visible to them,” says Lisa, and that includes the General Data Protection Regulation (GDPR) and safeguarding.

Aptem Apprentice automatically maps learning to the skills, knowledge and behaviours (SKBs), which is critical to demonstrate student progress to Ofsted and the ESFA.

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Information for the end-point assessment (EPA) is collected on Aptem Apprentice, which is then sent to the Chartered Management Institute (CMI) – the awarding body Corndel uses. This process is easy because CMI can access Aptem Apprentice to look at the learners' accounts.

Aptem Apprentice also helps with recording issues of quality assurance, says Lisa:

“Every month our assessors have an observation of teaching and learning carried out on them. Because everything is recorded and uploaded onto Aptem, we can do it remotely.”

Aptem Apprentice is critical to getting paid by the ESFA:

“Once we’ve gone through all the eligibility checks, we upload the information to Aptem, report the correct start and end dates on the Individualised Learning Record (ILR); and then at the end of every month, we go into the ILRs page and generate a batch file which we upload to the ESFA hub.”

“We then run it through the error management system, correct any errors, and then that’s our final file. We upload the same information to the Digital Apprenticeship Service (DAS) via individual clients. The clients approve the cohorts and once the two systems go up and they match – a double lock – that’s when we get paid.”

And for Lisa, Aptem Apprentice saves administration time and money:

“In other organisations, we’d have at least six admin people behind the scenes. In Corndel there are three of us. As we grow, Aptem supports us to do the job without having a variety of other systems in place.”



Aptem Apprentice's Reporting Functionality

Because all information about the learner journey is recorded in Aptem Apprentice, it produces a vast amount of data that can help companies in a variety of ways.

"Aptem is an extensive database," says Richard Bridge, Head of Technology at Corndel.

"At the moment, of course, you still have to take the data out and manipulate it to produce information that can help you run your business – such as producing management reports and other kinds of data analysis. But that function has been evolving a good deal. For instance, we can pull out reports on how many learners have got a commitment statement in place."

"Our compliance team are also able to export a lot of information every month that they need for the ESFA, to get paid. Aptem helps us collect and hold data which we can then use to report to ourselves and report to the relevant authorities and employers."

Lisa also pointed to the data capabilities:

"You can design the reports that come out of Aptem in a range of ways, and there's a variety of different information you can get out. For example, you can track your qualification success rates for the year."

"We track a lot through Aptem. We can risk assess our Professional Development Experts and our learners. We can check for profit and loss. We check the ops report from Aptem to the indicative report that comes out of the Hub to make sure the two match and we know where we stand. We check if there are errors, and where the errors are, so we know we can fix them."

Richard said that the vital reporting functionality of Aptem Apprentice is that it holds the entire learner journey:

"What's really critical about Aptem, particularly with an organisation like Ofsted, is that it holds the whole learner journey: this is what we have been teaching, these are their answers, here's their evidence. Here are the recordings of our one-to-ones. Here are the recordings of our quarterly reviews. Here's the ILP. Here are all the different programme documents. This is where we gave them access to information. Here's how they were able to find and do their learning."

"And through that I'm confident for us, particularly with Ofsted, to say this is the quality of what we do. Here is the whole journey."

*Please note this is an illustrative diagram, not real data.



A supportive team

Lisa commented on how much support she gets from the team at Aptem, from implementation to the office staff.

She said of the implementation team:

“When we first set up the system, Lou James and the team supported us through the process of putting the learning assets into Aptem Apprentice, helping us map the SKBs. We worked very closely with them to make sure that if there was something that needed to be fixed or changed, they could take on board what we were saying. They are the specialists on the technology side and they have a good understanding of apprenticeships, and we are the specialists in apprenticeships who know a bit about the technology side!”

And this support has continued, she said:

“One of the biggest benefits to me is the support we get from the back-office team – Bimal Mistry, Steve Ford and Denis Sheshko – at Aptem. They are fantastic. They help us out at any point. These days I don’t need much help, and sometimes they’ll call me just to check that everything is ok. Fantastic.”

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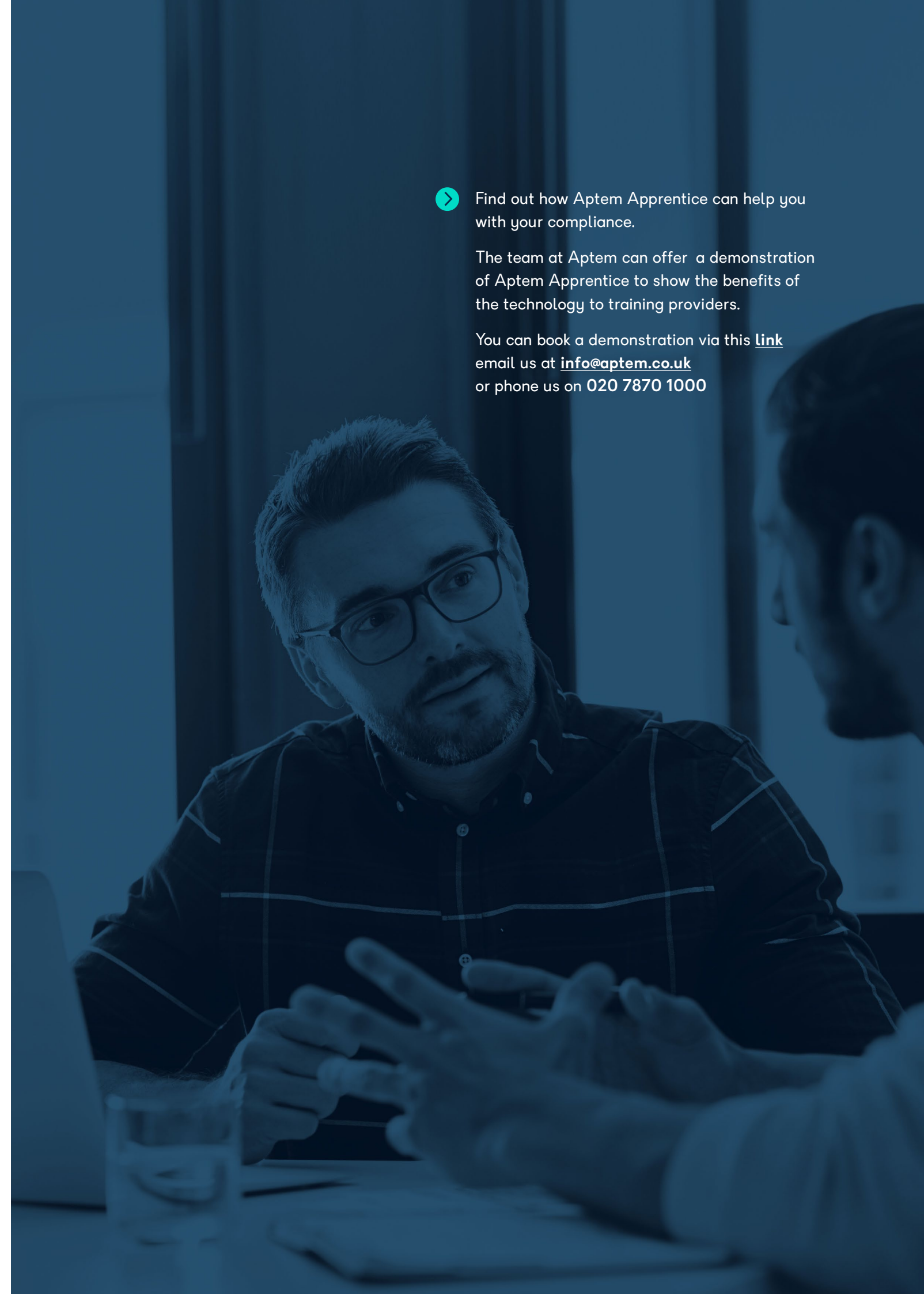
Lisa Hurle

Head of Compliance at Corndel

➤ Find out how Aptem Apprentice can help you with your compliance.

The team at Aptem can offer a demonstration of Aptem Apprentice to show the benefits of the technology to training providers.

You can book a demonstration via this [link](#) email us at info@aptem.co.uk or phone us on 020 7870 1000





Aptem Apprentice is the latest product developed by Aptem, pioneers in technology solutions for the vocational training, further education and welfare to work sectors since 2009.

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