

1. Data Apprenticeships at Sky

Why are we offering data apprenticeships?

Good data, with the right tools to manage it, makes our jobs easier and strengthens Sky. Everyone is responsible for ensuring data is accurate and useable because it impacts everything we do. When we take ownership for data, we can trust the information, make better decisions, and work more efficiently.

Why are data skills important to Sky?

The last couple of years have seen unimaginable growth in the role of data in our lives – and it's more important than ever to keep up. Data skills drive efficiency and innovation, helping us stay competitive. By launching development apprenticeships, we're investing in qualifications that focus on learning and immediately applying new skills into your role.

What do we aim to achieve?

- Help people better use data and increase tool proficiency
- Deepen expertise and foster individual's professional growth
- Build a data-driven culture which helps drive informed and objective decisions

2. Learning- What can I expect?

How do I enrol on a programme?

We have an application process to make sure we match the right learners to the right programme:

- **Explore the programme:** Check out all the information on Sky Learn, including the [portal](#) and programme brochures, then take the quiz to find the right level for you
- **Join an insight session:** Sign up to get further details on the programme and application process. If you can't attend, watch the recording back
- **Complete the application form:** Complete all questions and share as much detail as possible - this will help determine the outcome of your application
- **Get your manager's approval:** Send them the approval form to complete. We need their sign-off before moving forward.

When will programmes start?

If successful, programmes will begin from Q1 2025, depending on which you apply for.

How will programmes be delivered?

All programmes are delivered virtually. Full programme details are on the portal and will be covered in the insight sessions.

How does the apprenticeship style of learning work?

Apprenticeships are about consciously putting formal learning into practice. The two combined should be for an average of 6 hours a week - activities such as workshops, 1:1's, applying new skills, sharing learnings with others all count towards this time. The mix of activity varies by programme, so come to an insight event to learn more. You can book onto one [here](#).

Most apprenticeships take into account that day jobs will have peaks and troughs in activity so you can manage the load over time, in line with business need – as long as you can demonstrate you've met the total learning requirements overall.

You'll need to speak with your manager to agree how you can free up capacity. And of course, over time this learning will give you efficiency gains as your new knowledge and skills build.

The 'off the job' document gives more detail and can be accessed on the portal.

Can I just do the learning in my own time outside of work?

Apprenticeships are a style of learning which are designed to be done on the job, in working hours. Therefore, you'll need to speak with your manager about how you might free up capacity to complete the mix of activities outlined above within your role. At points during the programme there will likely be extra study you'll need to do in your own time, in addition to the time allowed during working hours.

Can I apply for more than one apprenticeship?

No - please focus your efforts on choosing one apprenticeship you'd like to apply for and take time to consider how it will help you meet your learning goals.

When will applications close and when will I hear back?

We want to make sure you have the time you need to consider if this style of learning will meet your learning goals, so applications won't close until **COP 22nd November**.

In that time make sure you attend an insight event to understand more about what's involved and speak with your manager on how you might be able to free up the capacity. Applications will then be reviewed. The Future Skills Development team will aim to get back to you in early January 2025.

Do you get an externally recognised qualification?

Add detail once we have it- holding text

3. Apprenticeships- What are they?

What is an Apprenticeship?

An apprenticeship is an externally-recognised, work-based qualification focused on learning and applying new skills in your current role. The government regulates these to ensure quality.

How does it work for Scotland, Ireland and Wales?

Apprenticeships can be fully funded using the Levy in England. Levies exist in other nations but are run totally differently, difficult to access and have separate funding criteria. For example, in Scotland funding is largely focused on younger people. Therefore, we will be exploring options for those who live and work outside of England – for example whether we can commercially fund places. With the recent government change, there is a possibility the restrictions may change, so we're monitoring that closely.

Are there any restrictions to an Apprenticeship?

You'll need to provide evidence of any previous qualifications that might overlap and complete a skills scan to understand your current abilities.

What are the eligibility requirements for an Apprenticeship?

- Learners must be aged 16+ with valid passport and/or birth certificate and NI Number
- You must have lived in the UK, a country within the EU/EEA country or British Overseas Territory for at least 3 years prior to the start date of the apprenticeship
- Learners are required to be working in England for 50% of your working time. This means you can live in a non-England postcode but must physically work in an England-based location for more than 2.5 days per week
- Learners cannot undertake another apprenticeship or government funded qualification at the same time and be able to demonstrate that the programme will provide them with new skills

Our learning provider, QA are required to demonstrate that individuals are learning new skills, therefore you're unable to hold an existing qualification in a similar subject* at the same level, or higher as the programme you are looking to join

**If you are unsure, QA can check the qualifications you hold*

Do I need any specific qualifications to apply for an apprenticeship?

Learners are required to hold GCSE, or equivalent qualifications in English and Maths at grade C (4) or above by the end of their programme. It is great if you hold these already, however QA can provide functional skills qualifications on programme if you don't.

You can find out more information about this on the programme insight sessions.

Where can I find out more?

Programme insight sessions will be running across w/c 28th October and w/c 4th November. You can book a space and access the recordings and supporting information on the portal.

Can I finish an apprenticeship programme early?

Programmes must be a minimum of 372 days; therefore, it is possible to reduce the length of the programmes (which are 17 months+ in duration).

Whilst individuals are often eager to finish earlier than planned the programmes are designed to be realistic around learning, work and life and we find majority of Learners complete in the agreed time. Recognising that longer-term, 18-month programmes are not right for everyone, please also explore the [data fluency pathway](#) on Sky Learn, or use the search bar for more specific items.

4. General

How can I find out more about the apprenticeships available?

Review the programme brochures and take the quiz to find out which programme best suits your experience. We ask people to attend to an insight event or watch a recording to learn more about the content and how it'll run in practice before applying. If you have any questions outstanding after that, please contact the Future Skills Development team professionaldevelopmentapprenticeships@sky.uk .

What is the role of Leaders and Line Managers?

Leaders and managers play an important role in supporting learner's development. This includes ensuring they have the time for the learning, guidance on topics and support in opportunities to apply their learnings day-to-day. We will be hosting line manager drop-in sessions on **Tuesday 12th November (10:30-11:00)** and **Monday 18th November (10:30-11:00)** where you can ask any questions and learn more about these opportunities.

Now isn't the right time, but will there be an opportunity to apply for one in the future?

We hope so! This is the first phase of programmes, but we're looking to do future cohorts so you should have other opportunities to put yourself forward if now isn't the right time.

What happens if I change my mind once I start an apprenticeship?

As you're signing up for a formal qualification, it's important you take the time to consider if it will meet your learning goals and that you have the time to commit to it upfront. We'll check in with you about this during the application process too.

Are apprenticeships easy?

Apprenticeships are a valuable and impactful way to develop your skills, but with that comes hard work! They are a commitment you are making to your professional development and future career - and at times will require you to do extra study in your own time. So, it's important you consider if it's the right time (professionally and personally) for you to take on this exciting opportunity.

What happens if I leave Sky during my apprenticeship?

You'll need to inform the Future Skills Development team and QA that you are leaving. Your learning will be paused and if your new employer offers apprenticeships, you may be able to transfer and continue your learning. If you don't have another job lined up, you can request to pause your learning, but this must be approved by QA.

Who are my best points of contact?

Please contact professionaldevelopmentapprenticeships@sky.uk if you have any questions or need further information.