The winner of this award will have shown outstanding progress and commitment to their own personal development, and their progression on a recognised learning scheme.

The judges will be looking for evidence of where an Apprentice has made a significant contribution towards their workplace and for evidence of the organisation’s commitment to Apprenticeships.

The Apprentice must have been employed by the current employer before the 31st August 2017.

The Apprentice must be enrolled in a government funded and regulated Apprenticeship scheme delivered by contract and approved training providers.

|  |  |
| --- | --- |
| Contact name |  |
| Position |  |
| Company/organisation |  |
| Address |  |
| Post code |  |
| Telephone |  |
| E-mail |  |
| Website |  |
| No. of employees |  |
| Company Turnover |  |
| Brief statement of company activity (you may like to include information on the nature of your business, your products and services, your customers, the markets that you operate in and your relationship to the Gatwick Diamond Economy) |  |

|  |  |  |
| --- | --- | --- |
|  |  | Score/Judges Comment |
| Name of the Apprentice |  |  |
| Name of the Apprenticeship Scheme provider |  |  |
| Type & Level of Apprenticeship |  |  |
| Please explain how the Apprenticeship Scheme contributes to the organisation’s success and development |  |  |
| Describe how you / the Apprentice is actively building on their strengths and developing their other areas |  |  |
| Explain how the Apprentice is making the most of learning opportunities – actively putting themself forward to shadow, to attend site, to be observer in meetings as well as course attendance |  |  |
| The Apprentice must explain their role, key duties and responsibilities within the workplace and detail how they have contributed to the business’ success, using specific examples. |  |  |
| The Apprentice must be able to demonstrate consistent dedication to their training and development and a positive impact on the business they work for. |  |  |
| Explain how the Apprentice fits within their team and give examples of people skills and relationship building |  |  |
| Please explain why you think you should win this award |  |  |

Please provide evidence to support your nomination. This could be testimonials, company policies/procedures, literature or links to online content.

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|  |  |  |
| --- | --- | --- |
| **Scoring (0-10) 10 being maximum score** | **Feedback** | |
| **Entry Form** |  |  | |
| **Visiting**  **(Reasons for not visiting)** |  |  | |
| **Commendation** |  | |  | |