

HAIRDRESSING
BARBERING
BEAUTY THERAPY

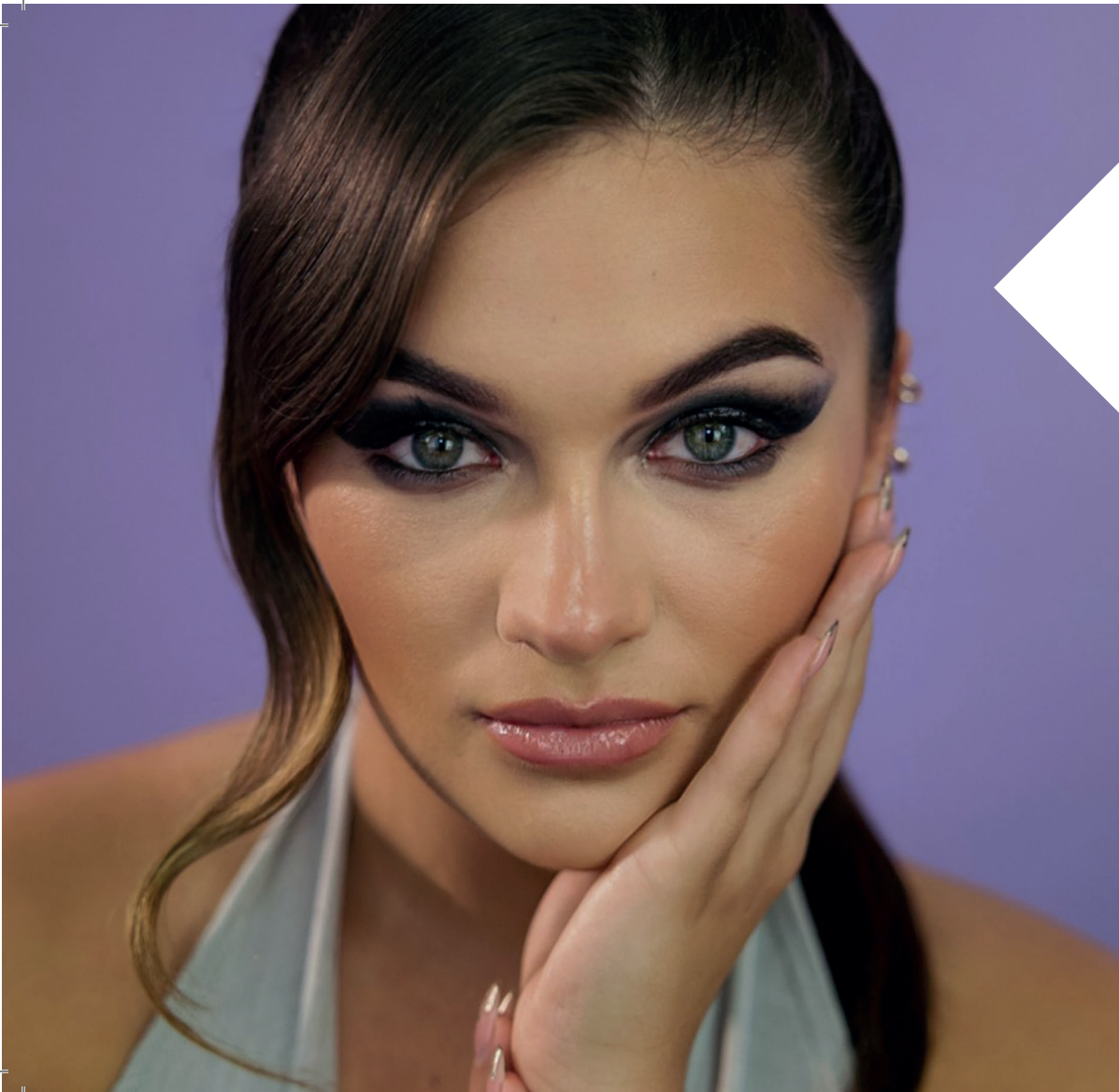


AN EMPLOYERS GUIDE TO KLEEK APPRENTICESHIPS

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BELONG
TO THE
BEST

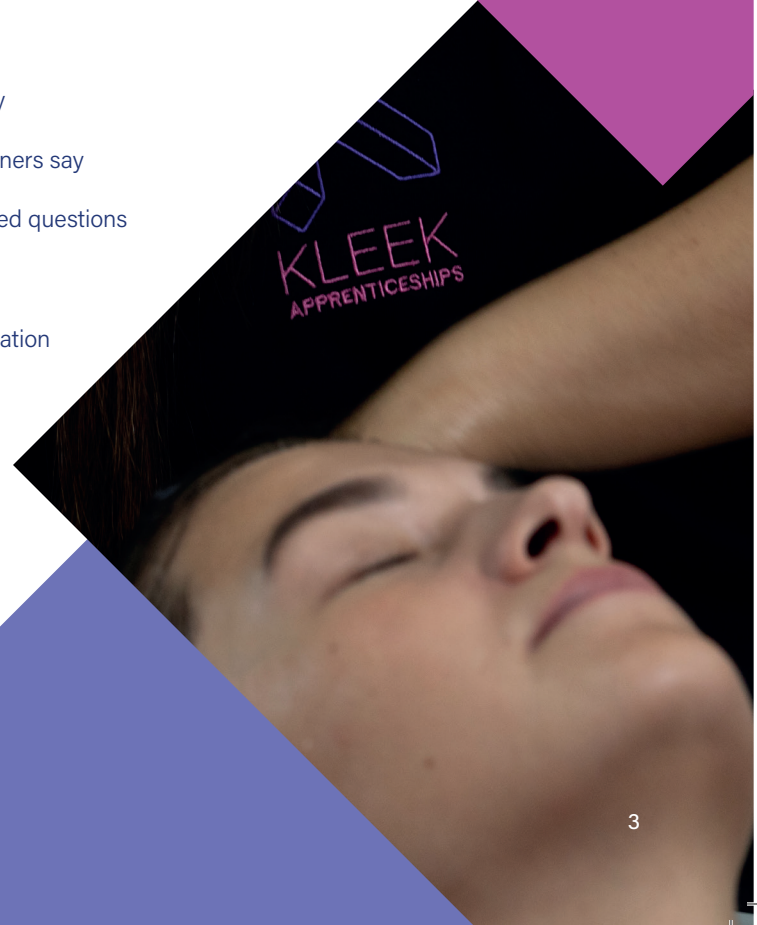




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HELLO!

Let us tell you about Kleek Apprenticeships and how your salon can INVEST IN ITS FUTURE with an apprentice.

This guide provides all the essential information you need to help you employ an apprentice and gain a wealth of benefits to help boost your business.

The next generation needs your expertise and your passion to help with the future of your creative industry.

An apprenticeship is recognised as the BEST training option for hair and beauty employers.

If you still have questions, we're ready and waiting to assist you and more!

KLEEK

BE PART OF THE KLEEK

Kleek Apprenticeships offer industry approved, government regulated apprenticeships in hairdressing, barbering and beauty therapy.

We offer two delivery models: work-based in your salon or via attendance at our one of our five Academies in Colchester, Darlington, Maidstone, Newcastle and Stockton.

All are delivered by our highly experienced educators with bespoke programmes to suit you and your salon.

Kleek Apprenticeships has been rated as Outstanding by Ofsted since 2006 and regularly receive National Hair and Beauty training provider awards for the best apprenticeship delivery.

As creative professionals, you have inspiring skills and knowledge to share - now's the time to do just that! As the late, great Vidal Sassoon once said "You either create something, and you keep it a secret, and you die with it, or you can benefit the craft by passing it on."

SHARE YOUR CRAFT WITH THE NEXT GENERATION AND LET
KLEEK APPRENTICESHIPS SUPPORT YOUR SALON AND YOUR
APPRENTICE WITH THE BEST TRAINING AVAILABLE.





WHAT IS AN APPRENTICESHIP?

THE BEST WAY TO BUILD YOUR TEAM

Developed by industry experts, an apprenticeship is a work-based training programme designed to provide your staff with the highest quality education.

Your apprentices will gain all the skills, knowledge, and behaviours they need to be a valuable member of your team, develop a successful career and to help build and grow your business.

After completing the programme all apprentices sit an End Point Assessment or EPA, to ensure they have the required high standard the industry requires.

Kleek Apprenticeships are proud to say that over 99% of our apprentices pass their End Point Assessment year on year and nearly half of our apprentices pass with a top-level distinction.

AN APPRENTICESHIP CONSISTS OF:

- ◆ An industry recognised, government approved qualification
- ◆ Functional Skills in Maths and English
- ◆ Valuable life skills such as professionalism and communication skills

WHY EMPLOY A KLEEK APPRENTICE?

COST EFFECTIVE

Training is fully funded for apprentices up to 22 years old, making it a financially viable way to build your team. For over 22s, you will be required to pay a 5% contribution towards the training costs.

EXTRA FUNDING AVAILABLE

A £1000 salon incentive is available for apprentices aged under 19*.

FRESH PERSPECTIVES

An apprentice can bring new ideas and knowledge, including the latest industry standards and social media skills. It also allows you to home-grow your team to fit your business.

FILL SKILLS GAPS

If there are services that you would like to enhance or introduce, an apprentice can contribute to these as they develop and refine their skills. 85% of employers report this as a positive benefit.**



CONTINUING PROFESSIONAL DEVELOPMENT OF STAFF

The value of an apprentice within your team cannot be underestimated. Nurturing new talent and sharing your skills can be a great motivator for both you and your team.

EMPLOYEE RETENTION

An apprentice is known to aid employee retention and staff loyalty, so you are investing for the long-term.

PRODUCTIVITY BOOST

According to 78% of employers**, apprentices help make their workplace more productive.



A £1000 SALON INCENTIVE IS AVAILABLE FOR APPRENTICES AGED UNDER 19*.

*Terms and conditions apply

** UK Government Apprenticeships Evaluation 2021

Government incentives and apprenticeship criteria subject to change

WHY CHOOSE KLEEK APPRENTICESHIPS?

Apprenticeships are an excellent way of training new members of staff, allowing them to gain hands-on, practical experience while earning a wage.

Kleek Apprenticeships is the UK's leading hair and beauty training provider because of its extensive experience and personalised approach to training.



THE KEY BENEFITS TO WORKING WITH KLEEK APPRENTICESHIPS INCLUDE:

Free recruitment services

We help you from the get-go. Advertising your opportunity on our website, Find an Apprenticeship and other vacancy websites. We can also provide you with promotional posters, leaflets and social media images. All to help ensure we find the perfect apprentice for you!

Hassle-free enrolment and seamless transfers

With over 8000 apprentices trained, our enrollment process is top-notch. We'll get you and your new apprentice ready to start without delays. Transferring current apprentices is seamless with no hassle or training interruptions.

Bespoke training

We work with you to deliver your apprentice's training so you are in control of their development to fit the specific needs of your business.

Dedicated educator providing one-to-one training

You and your apprentice will be assigned a dedicated educator. Both your educator and our administrative team will provide support and assistance throughout the programme.

Award-winning educators and programmes

You will gain Ofsted Outstanding training towards industry-recognised qualifications from the UK's No.1 training provider for employer satisfaction. With 25 years of experience, we provide top-quality training to salons. Our programmes teach technical skills and prepare apprentices for successful careers in the industry.

Industry Opportunities

Your apprentice will have the chance to participate in exclusive competitions and special training days held by Kleek Apprenticeships or industry partners.



STYLED BY THE KLEEK

SHARE YOUR
CRAFT WITH
THE NEXT
GENERATION





TRAINED BY AWARD WINNERS

We are proud to be recognised as the UK's leading training provider of hair and beauty apprenticeships. We have 25 years of experience and various accolades to prove it too!



NO.1 TRAINING PROVIDER
CUSTOMER SATISFACTION -
EDUCATION SKILLS
FUNDING AGENCY



OFSTED
'OUTSTANDING' RATING
since 2006



EDUCATOR OF THE YEAR
VTCT EXCELLENCE AWARDS
2023



NATIONAL HAIR & BEAUTY
TRAINING PROVIDER OF THE YEAR
2021/22



BEST APPRENTICESHIP
PROGRAMME IN HAIR AND BEAUTY
THE APPRENTICESHIP GUIDE AWARDS
2024

OUR PROVEN
TRACK RECORD!



LOCATIONS AROUND ENGLAND



Whether in-salon or academy-based, training is tailored to suit the needs of each individual apprentice and you, the employer.

Apprenticeships are available across England or in a KleeK training academy in Colchester, Darlington, Maidstone, Newcastle or Stockton.

So wherever you're based, we'll be there for you!

*TRAINING ACROSS
ENGLAND*

FIND YOUR PERFECT
TRAINING PARTNER WITH
KLEEK APPRENTICESHIPS.

We will advertise your vacancy at
kleeKappticeships/vacancies



THE APPRENTICESHIPS

We provide a wide range of apprenticeship standards, all centred around practical work-based learning for salons across England.

After completion of any of our apprenticeships, your apprentice will be fully qualified and be able to work independently in your salon. They can also choose to continue their training with one of our advanced apprenticeships or expand their skill set with one of our other programmes or courses.

Kleek offers two levels of hairdressing apprenticeships Intermediate Level 2 and Advanced Level 3.

HAIR PROFESSIONAL APPRENTICESHIP – LEVEL 2

This apprenticeship is perfect for anyone with little or no experience in hairdressing.

There are no entry requirements. It provides the foundation needed to start a successful career in hairdressing.

YOUR SALON WILL RECEIVE:

- ◆ Initial salon visit
- ◆ Full course information to help you support your apprentice
- ◆ Regular review visits
- ◆ Direct access to your Kleek educator

COURSE UNITS

The apprenticeship units include:

- ◆ Colouring
- ◆ Cutting
- ◆ Styling, finishing and dressing
- ◆ Perming
- ◆ Shampooing and conditioning
- ◆ Consultation and aftercare



ON COMPLETION

Your apprentice will be a fully qualified hair stylist with an internationally recognised qualification - equivalent to five GCSEs.

NEXT STEP?

Encourage your new stylist to advance their creative skills with a Level 3 qualification with an advanced apprenticeship.



ADVANCED AND CREATIVE HAIR PROFESSIONAL APPRENTICESHIP – LEVEL 3

The Level 3 apprenticeship is perfect for qualified hair stylists who want to expand their knowledge and skills to become a more creative, technical hairdresser.

This qualification is recommended for qualified Level 2 hairstylists. It has been designed with salon employers to help hairdressers progress further in their careers and provides a broad range of advanced creative skills.

YOUR SALON WILL RECEIVE:

- ◆ Initial salon visit
- ◆ Full course information to help you support your apprentice
- ◆ Regular review visits
- ◆ Direct access to your Kleek educator

COURSE UNITS

The apprenticeship units include:

- ◆ Creative colouring
- ◆ Precision cutting
- ◆ Fashion styling and finishing
- ◆ Smoothing and strengthening
- ◆ Using fashion-forward trends, creative and precision techniques to create a collection of looks
- ◆ Consultation and aftercare



ON COMPLETION

Your apprentice will be a more technical stylist with an internationally recognised qualification - equivalent to two A Levels.

NEXT STEP?

Consider their further learning through specialist short courses.



BARBERING PROFESSIONAL APPRENTICESHIP - LEVEL 2

This apprenticeship develops future barbers and provides outstanding training in male grooming services.

It is perfect for anyone with little or no experience.

There are no entry requirements, and it will provide the foundation needed to commence a successful career in barbering.

YOUR BARBERS/SALON WILL RECEIVE:

- ◆ Initial salon visit
- ◆ Full course information to help you support your apprentice
- ◆ Regular review visits
- ◆ Direct access to your Kleek educator

COURSE UNITS

The apprenticeship units include:

- ◆ Cutting
- ◆ Styling and finishing
- ◆ Cutting facial hair
- ◆ Shaving services
- ◆ Shampooing and conditioning
- ◆ Consultation and aftercare



ON COMPLETION

Your apprentice will be a fully qualified barber with an internationally recognised qualification - equivalent to five GCSEs.

NEXT STEP?

Progress onto another programme or specialist course.



We offer both the Intermediate Level 2 in beauty therapy and the Advanced Level 3 apprenticeships in beauty therapy, and wellbeing and holistic therapy. Each one offering outstanding training.

BEAUTY THERAPY APPRENTICESHIP – LEVEL 2

This apprenticeship is perfect for anyone with little or no experience in beauty therapy. There are no entry requirements and it will provide your apprentice with the skills to develop into a capable beauty therapist.

YOUR SPA/SALON WILL RECEIVE:

- ◆ Initial salon visit
- ◆ Full course information to help you support your apprentice
- ◆ Regular review visits
- ◆ Direct access to your Kleek educator

COURSE UNITS

The apprenticeship units include:

- ◆ Waxing services
- ◆ Hand and nail treatments
- ◆ Foot and nail treatments
- ◆ Massage techniques
- ◆ Facial treatments
- ◆ Eyelash and eyebrow treatments
- ◆ Make-up application
- ◆ Consultation and aftercare



ON COMPLETION

On completion your apprentice will be a fully qualified beauty therapist with an internationally recognised qualification - equivalent to five GCSEs.

NEXT STEP?

Encourage progression to a Level 3 advanced apprenticeship in beauty therapy or wellbeing.



ADVANCED BEAUTY THERAPY APPRENTICESHIP – LEVEL 3

This apprenticeship is perfect for any employee who wants to specialise in beauty therapy. Completion of the Beauty Therapy Apprenticeship - Level 2 is required before starting on the advanced programme.

YOUR SPA/SALON WILL RECEIVE:

- ◆ Initial salon visit
- ◆ Full course information to help you support your apprentice
- ◆ Regular review visits
- ◆ Direct access to your Kleek educator

COURSE UNITS

The apprenticeship units include:

- ◆ Swedish massage
- ◆ Body electrical treatments
- ◆ Facial electrical treatments
- ◆ Anatomy and physiology
- ◆ Consultation and aftercare
- ◆ Health and safety
- ◆ Running a salon business effectively



ON COMPLETION

Your apprentice will be a more technical therapist with advanced beauty therapy skills and an internationally recognised qualification - equivalent to two A Levels.

NEXT STEP?

Perhaps your apprentice would like to specialise with our Wellbeing and Holistic Therapy Apprenticeship or via short courses.



WELLBEING AND HOLISTIC THERAPY APPRENTICESHIP – LEVEL 3

This apprenticeship is perfect for any employee who wants to specialise in wellbeing and holistic therapy. There are no entry requirements, but we would recommend completion of the Beauty Therapy Apprenticeship Level 2, before commencing on the advanced programme.

YOUR SPA/SALON WILL RECEIVE:

- ◆ Initial salon visit
- ◆ Full course information to help you support your apprentice
- ◆ Regular review visits
- ◆ Direct access to your Kleek educator

COURSE UNITS

The apprenticeship units include:

- ◆ Indian head massage
- ◆ Zone therapy
- ◆ Thermal therapy
- ◆ Colour therapy
- ◆ Crystal healing
- ◆ Aromatherapy
- ◆ Anatomy and physiology
- ◆ Consultation and aftercare
- ◆ Health and safety
- ◆ Running a salon business effectively



ON COMPLETION

Your apprentice will be an expert wellbeing and holistic therapist with advanced business know-how and an internationally recognised qualification - equivalent to two A Levels.

NEXT STEP?

Further their learning with short accredited courses.





SUPPORTING YOU AND YOUR APPRENTICE

PRE-APPRENTICESHIP

RECRUITMENT SUPPORT

We provide all the support and general advice you need to recruit the perfect apprentice for your salon.

Tell us which level and type of apprentice you require.

We'll advertise your apprenticeship on the government website www.gov.uk/apply-apprenticeship, getmyfirstjob.com and Kleek's website.

We can provide posters and images to help you advertise your vacancy and suggest further social media and other channels to reach applicants in your area.

SCREENING AND INTERVIEWS

We review and quality assess applicants and will send candidates suited to your salon to you to interview.

You interview suitable applicants from these or your own candidates and appoint your successful apprentice.

ENROLMENT

We will then register your new recruit, appoint your dedicated Kleek educator, and get your apprenticeship programme underway.

Throughout the training programme, we support you and your apprentice every step of the way.





DURING THE APPRENTICESHIP

Your Kleek educator and our admin team are available to support your apprenticeship throughout the whole duration of the training.

Apprentices receive one-to-one guidance from their educator, which includes dedicated time to ensure the theory part of the apprenticeship is fulfilled. Functional skills are also included if required. In-salon training time is focused on practical training and live model experience.

ONLINE RESOURCES

You also have access to Kleek's bespoke online learning portal, the VLE. This helps to make your apprentice's learning journey as engaging and smooth as possible. It is packed with learning resources, including videos, guides and interactive modules, to ensure all of our apprentices have everything they need at the click of a button.

You both have access to a unique calendar to log and track training hours, schedule your Kleek educator visits, and book apprentices onto our exclusive courses. The system is available wherever you have web access on a smart device.

When your apprentice signs up with us, you will be sent a unique password via email. Use this to log in and you're all set!

USEFUL TIPS

- ◆ If your apprentice is a school leaver, their new role is very different to school life, and they will benefit from a clear routine within the busy working environment of the salon that they have now entered.
- ◆ Take time to induct your apprentice – introduce the team and explain what they do, and show them all areas of your salon and explain your operational and health and safety procedures.
- ◆ Have fortnightly meetings to review progress with your apprentice, and seek and encourage their feedback.
- ◆ Praise good work and enthusiasm, as this will motivate and encourage them to work to a high standard.
- ◆ Encourage your apprentice to observe and ask questions, and learn from senior staff about communication and customer service within the salon.

COMPLETION

Kleek Apprenticeships will train your apprentice to excel in your salon after completing the apprenticeship.

THE END POINT ASSESSMENT

The End Point Assessment (EPA) is the final assessment that tests the skills, knowledge and behaviours gained during training.

As the employer, you review progress with Kleek Apprenticeships before the assessment. An independent assessor then checks and assesses your apprentice's work on a client to ensure it meets the required standards. A knowledge test is also completed. Each EPA is tailored to the apprenticeship and assesses their ability to perform in their chosen career.

On completion, your apprentice will be a fully qualified hairdresser, barber or beauty therapist.

At this point, you can choose to continue your apprentice's learning by enrolling them on one of our advanced programmes. This progression will further develop their skills and help them become more proficient in their chosen field.



"The communication, care advice and support to myself and my team is outstanding, and we would not be where we are today without the team at Kleek Apprenticeships"

Zoe, Saks Newark

THE ESSENTIAL INFORMATION

EMPLOYER INCENTIVES

- ◆ If your apprentice is under 22, the training programme is fully funded*
- ◆ Apprenticeship incentives for employers are available from the government – for the most up-to-date information, visit www.gov.uk/employing-an-apprentice/get-funding
- ◆ Your local authority may also offer apprenticeship support in your area. Contact their business support teams for information or to sign up for future grants

*subject to T&Cs

APPRENTICE INFORMATION

- ◆ Your apprentice must be paid at least the Apprentice National Minimum Wage. Details at www.gov.uk/national-minimum-wage-rates
- ◆ Your apprentice will be entitled to paid holiday days
- ◆ Your apprentice is entitled to rest breaks during their working day
- ◆ Your apprentice's working week must be a minimum of 30 hours and may include evenings and/or weekends
- ◆ If your apprentice is under 18, they can't work more than 40 hours a week or 8 hours a day
- ◆ At least 20% of their hours should be training time
- ◆ They should have a contract of employment and receive pay slips

THE KLEEK STORY



1999

It began when we (then Saks Education) saw the need for expert work-based training – to help the next generation of stylists and beauty therapists succeed.

2016

We were voted the UK's No.1 training provider for employer satisfaction, beating 800 other providers.



2006

We achieved an Outstanding Ofsted rating (with all grade ones) a first for a hair and beauty training provider.



2017

Our first Kleek Academy opened in Maidstone, Kent followed by another Kleek Academy in our Head Office home of Darlington in 2020.



2021

Ofsted came back to visit with another Outstanding award and a full load of grade ones.

2023

Saw our transformation to Kleek Apprenticeships and the addition of Kleek Academy Colchester to join our Darlington and Maidstone bases.



2022

There was even more praise when we were crowned Hair and Beauty Apprenticeship Provider of the Year 2022/23.

2024

Two further academies opened in Stockton and Newcastle early in the year. The accolade of Best Apprenticeship Programmes – Hair and Beauty soon followed.

And our 25th birthday celebrations began.



NOW IT'S TIME FOR YOU TO JOIN OUR STORY...

WHAT SALON OWNERS SAY

LW HAIR SALON

The choice of Kleek was an easy one for Leanne Arney, owner of LW Hair Salon.



“Our Kleek educator is always on hand regarding the education of our apprentices, setting a programme to follow and enabling my team to train appropriately and efficiently. The on-site training and assessments are a fantastic way to work, meaning we don't need to release our apprentices to college and we can keep control over their training.”

HONEY ROSE

In-work learning was much more attractive than a college route for Chloe Ward at Honey Rose.

HONEY ROSE
Hair & Beauty

“We chose Kleek as our training provider as our apprentices can learn on the job, and hands-on is how you truly learn the trade.”

Kleek visit regularly and make sure students are on track, providing both theory and practical tuition and reviewing progress regularly too.

My business has really benefited from using Kleek. Other options like college are just not as employer friendly.”

PERFECTION IN BEAUTY

Kleek's reputation in the industry, led to Jody Knight of Perfection in Beauty choosing us to train her beauty therapist apprentices.



"I'm very happy with the way Kleek offered a tailored programme for my salon and apprentices. My apprentices gained confidence and improved the quality and efficiency of their services under Kleek's direction.

Our dedicated educator is friendly, supportive and offers great help and advice to both me and my apprentice. The methods of training, both online and in the salon are perfect for our busy salon."



FOUNTAIN BEAUTY

Clare Porter, owner of Fountain Beauty explains how valuable apprentices are to her spa, and how Kleek Apprenticeships support them.



"Our apprentices benefit from a mix of in-salon experience and structured training, with a focus on staying current with both our salon and industry standards. Very early on apprenticeships were explained to me as a triangle where there is Kleek, our training provider, us, the employer and the apprentice all working to support each other. It works brilliantly.

Through apprenticeships, our team gains a sense of empowerment, as sharing knowledge becomes mutually beneficial. For our apprentices the constant in-salon learning, meeting and greeting clients, working as a team and keeping up-to-date with skills is invaluable. Then there is an End Point Assessment to bring all of this together and ensure that the apprentice is confident and industry-ready in every way.

Apprenticeships are a forward-thinking approach for professional growth within the beauty industry, and so refreshing."

Clare of Fountain Beauty with one of her apprentices



WHAT SALON OWNERS SAY

SAKS DONCASTER

Rebecca Calladine employed apprentices to build her team in the way she wanted.



“I don’t believe my business would be what it is today without Kleek. The educator has been amazing at giving support for my apprentices guiding them, helping them and always being there when they needed help with anything.

More importantly, the amazing team has helped me. They have guided me on so many aspects of the business. They have gone above and beyond and I honestly can say their system is by far the best I’ve ever seen, and my salon wouldn’t be where it is now without them. I cannot thank the whole team enough.”

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HOUSE OF ACE

Nyasha Mwenye, owner of House of Ace, opened her salon at age 23, having built up a loyal following of clients including Premier League footballers and reality TV stars. Her first apprentice has just qualified and has now progressed onto her Level 3 qualification.

House of Ace

“Apprenticeships combine professional practical experience with education, making them far more attractive than college. But for an employer they provide the best training route and on completion a loyal, dedicated fully qualified professional.”

SHARE YOUR STORIES

We love seeing what you’re up to in salon!

Has your apprentice created a stunning up-do, a beautiful balayage, a sick fade or a perfect pedicure? We want to know!

Tag **@kleekapprentice** on Facebook, Instagram and TikTok so we can share and promote your salon with our 20,000+ followers. Also email photos to pics@kleek.ac.uk to feature in our Kleek Magazine and website. We might just be in touch to find out more!



Nyasha of House of Ace with footballer, Timothée Pembele



© Nyasha Mwenye

FREQUENTLY ASKED QUESTIONS

What exactly is an apprenticeship?

An apprenticeship involves structured training to develop knowledge and skills for a specific job while gaining hands-on work experience. After completing the qualification, apprentices receive a government/industry-recognised certification.

What is work-based learning?

Work-based learning essentially, is learning on the job. Every apprentice will be gaining practical hands-on experience in their chosen trade, while developing through education the knowledge and skills needed to be successful in their chosen industry.

Are apprentices entitled to a wage?

Apprentices are entitled to at least the Apprentice National Minimum Wage. For the current rates and criteria, visit the government website www.gov.uk/employing-an-apprentice/.

As the apprenticeship progresses and you gain a valued member of staff, you may wish to reflect this in their pay.

How many hours are apprentices required to work?

Apprentices are required to work a minimum of 30 hours per week. However, if your apprentice is aged 18 or under they are not permitted to work more than 40 hours per week, or more than 8 hours per day. As an employer, you must also dedicate a minimum of 20% of your apprentice's working hours to training per week.

Find more Frequently Asked Questions
on our website k-a.co/salon-faqs



KLEEK TRAINING

Kleek Training offers short courses from the hair and beauty specialists at Kleek Apprenticeships.

We deliver exclusive, fully accredited hair and beauty short courses specifically tailored to your needs, helping you and your team further achieve your career goals.

Our expertly crafted courses are designed to provide you and your team with the latest skills and techniques, to help you expand your services and further develop your staff's potential.

Visit kleektraining.co.uk

CONTACT INFORMATION

HEAD OFFICE:

55-59 Duke Street, Darlington, DL3 7SD.
01325 281295 | info@kleek.ac.uk | kleekapprenticeships.co.uk

KLEEK ACADEMIES:

COLCHESTER

39a Head Street, Colchester, CO1 1NH. 01206 579949.

DARLINGTON

55-59 Duke Street, Darlington, DL3 7SD. 01325 341621.

MAIDSTONE

49 Earl Street, Maidstone, ME14 1PD. 01622 587512.

NEWCASTLE

1st Floor, 11 Nelson Street, Newcastle upon Tyne, NE1 5AN.
0191 261 9636. Access via Grainger Market.

STOCKTON

30 Dovecot Street, Stockton-on-Tees, TS18 1LN. 01642 807890.

STILL GOT A QUESTION?

About how an apprenticeship works?
Or have a vacancy to advertise today?
Want tips on recruiting in your area?
Or need more information about enrolling your apprentice?
Whatever it is, get in touch.



BE PART OF THE KLEEK

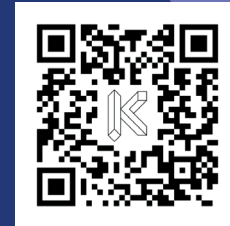
kleekapprenticeships.co.uk

Follow us on social media



@kleekapprentice

FIND OUT MORE



Kleek Apprenticeships values equality and diversity and strives to ensure the safety and welfare of all our apprentices.
All information correct at time of publication.