

Subcontracting Rationale, Fees & Charges

Hair Academy South West (HASW) recognises the importance of meeting diverse needs of employers and learners in the hair and beauty industry. To meet these needs, the ability to engage and work with like-minded partnerships who can enhance the quality of the learner offer as well as complement our existing provision will fulfil our aims and objectives.

HASW Subcontracting Rationale, Fees & Charges

HASW is committed to working with our employers and subcontractors to implement training solutions for learners that will address business needs and enhance opportunities towards further education, job-readiness, and meeting apprenticeship End Point Assessment (EPA) requirements. We will support individuals who share protected characteristics along with the continued welfare and support an entry point for disadvantaged groups. We do not offer subcontracting delivery to meet short term objectives.

HASW is proactive when dealing with our subcontractors that are not geographically close to our main delivery centre. We have a clear staff structure outlining those responsible for the delivery of well-planned and innovative training, which includes online, demonstrations and face to face video calls, to ensure all opportunities are available for learners within this niche provision, which may not be readily accessible within their local area.

Funding Retained	Management fee
Quality assurance and oversight – quality checks on learner portfolios, monitoring that funding rules are adhered to, regular learner reviews and interviews, checks that learners and evidence ready for EPA.	8%
Administrative functions – liaise with the ESFA, ILR data returns, provide breakdown of funding to subcontractors, payment of funding to the subcontractors, manage employer incentives and employer contributions, manage 20% OTJ calculations and monitoring, develop Values & Behaviours for use by all subcontractors, management of eportfolio system on behalf of subcontractors and management of EPA service.	10%
Mandatory training delivered to subcontractor staff	2%

Funding will not be finalised until confirmation is received annually from the ESFA after the R14 submission, any adjustments will be made in the following period. Where any specific learners are identified as ineligible or incorrectly claimed this funding will be removed from the subcontracting funding.

We determine each cost claimed by a subcontractor by monitoring on an ongoing basis to confirm if this estimate is reasonable and proportionate to the delivery of teaching and learning. Clawback for under delivery will take place should obligations or learner numbers not be met.

HASW Sub-Contracting Rational (V2 2021)
 Reviewed in October 2021 / Uploaded to Website



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HASW is currently working with 3 sub-contractors:

- Sarah Hallaran (t/a Beauty Oasis Spa) 20%
- Train with Pride Limited 20%
- Master Cutters Limited (t/a The Hair Academy, Ashford) 15%

All of whom are published on the Register of Apprenticeship Training Providers, their percentage is based on a number of factors including, but not limited to HASW input, roles and responsibilities:

- Evidence of an established relationship between HASW and the subcontractor
- Market experience of the subcontractor
- Evidence of the risk factor to HASW
- Level of support deemed to be enquired from HASW
- Performance against target measures as agreed with the subcontractor

Payments are made based on the value provided by the PFR received monthly from the ESFA, less the service and support fee as agreed. Payments are made by BACS and HASW expects subcontractors to fully engage in assessing the accuracy of payments and therefore have a responsibility to identify any inaccuracies. HASW ensures that funding is allocated accordingly and not inadvertently diverted to extremist organisations.

HASW's Support of Sub-Contractors

HASW continually reviews our subcontracting responsibilities and activity which will be comprehensively monitored at all times following the ESFA's guidelines particularly to the proposed changes to subcontracting as and when they are published within the specified time scale.

HASW subcontracting team all have the skills, knowledge and experience to support all our sub-contractors

HASW Commitment to Improving the Quality of Teaching, Learning & Assessment

HASW have robust policies and procedures in place to carry out the necessary due diligence checks, including recent Ofsted Inspection Reports on sub-contractors and keep comprehensive records of all communications. This clear and well-defined structure allows the HASW to maintain a clear objective; providing a transparent provision of high quality, value for money training, whilst constantly ensuring that all relevant controls and safeguards are in place to manage the learning experience efficiently and effectively for the duration of the contract. This has been reflected in the EPA success rates, the Qualification Achievement Rates and the Employer & Learner Satisfaction Survey (2018/19 – Employer 9.1% and Learner 92.7%).

Our subcontractors, employers and learners have regular contact both before and after visits and feedback is regularly given to show progression and learner engagement. This is carried out via various media platforms e.g. written reports, online discussions, WhatsApp, Teams and Zoom meetings to ensure current government guidelines are adhered particularly during the current COVID-19 restrictions.

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Review of Subcontracting Rational, Fees & Charges

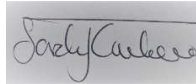
HASW and its Board of Governance annually review the rationale to ensure its relevance and quality of delivery to all parties, or earlier if the funding rules dictate.

Signed on behalf of the HASW



Abby Whittaker
(CEO)

Signed on behalf of the HASW



Sarah Conibeer
(Director of Education)

Signed on behalf of the HASW



Sarah Waddon
(Board of Governance)

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