



Department
for Education

SKILLS BOOTCAMPS

Guidance** *Subject to updates from the DfE*

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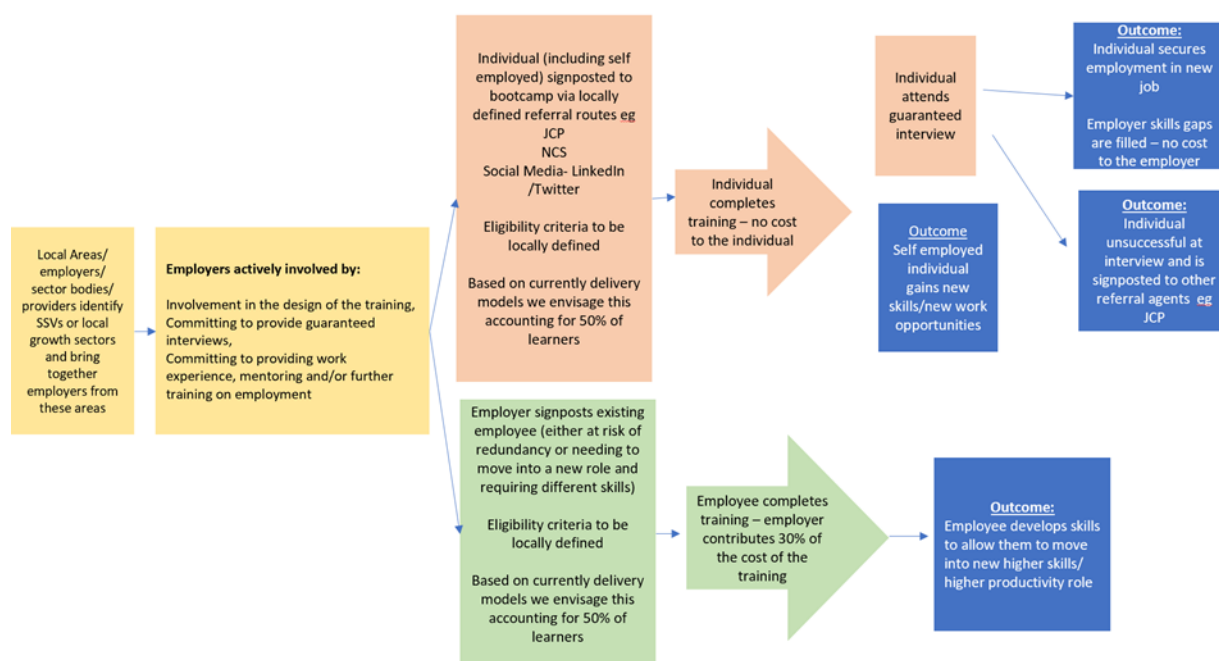
Background to Skills Bootcamps

- a. Over the course of this Parliament, we are providing GBP 2.5 billion (GBP 3 billion when including Barnett funding for devolved administrations) for the National Skills Fund, meeting a commitment made in the Conservative manifesto (2019). The fund will help businesses find and hire the workers they need; as well as supporting adults to flourish and fulfil their potential through high quality training.
- b. Skills Bootcamps aim to secure benefits for adults by giving them access to in-demand skills training and a guaranteed interview for a more sustainable, higher-skilled job and higher wages over time. The benefits for employers include helping them fill specific skills shortage vacancies, enabling them to become more productive, more quickly.
- c. The overall aims of the Skills Bootcamps are:
 - to deliver *flexible training programmes lasting up to 16 weeks, based on employer / sector 'in-demand' skills needs which may be either regulated (i.e. qualification based) or non-regulated (e.g. based on alignment with industry standards) enabling adults to do training around work and other commitments, looking to gain work, additional responsibilities, or access new opportunities and will offer a guaranteed job interview (in the case of a new job) to individual participants on completion of the course.
 - to address the needs of adults (19+) who are full-time and part-time employed, unemployed, returning to work after a break or self-employed, and provide individuals with wider access to opportunities to retrain, update or formalise their skills or acquire specialist skills.
 - to address the needs of employers and the wider economy, to deliver targeted interventions to meet short-medium term demand to fill vacancies and drive productivity. They will help fill medium-higher level vacancies and bring individuals closer to better jobs, by linking them with line of sight to a job/ different role, additional responsibilities or new opportunities/contracts
 - to help fill vacancies and bring individuals closer to better jobs (including those currently in employment), by linking them with line of sight to a job / different role, additional responsibilities or new opportunities / contracts
- d. We initially tested Skills Bootcamps in a range of Digital Skills such as digital marketing, software development and cyber security from Autumn 2020 and have expanded across England to include a wider range of more technical and specialist courses such as construction,

retrofit, electro technical, photonics, marine design, electrical installation and more.

The Skills Bootcamp Delivery Model

Skills Bootcamps are intensive, Level 2-5 or equivalent flexible training courses up to 16 weeks, with a guaranteed job interview (in the case of a new job), which equip adults with technical skills that enable them to access in-demand jobs, apprenticeships, new opportunities and an increased level of income over time (including for the self-employed).



All Skills Bootcamps must meet the requirements posed in the mainstream **Skills Bootcamp Delivery Model** to be considered for funding. We are currently developing a 'Red Lines' document which will set out the characteristics that a Skills Bootcamp must have in order to be considered a Skills Bootcamp.

Skill Areas

We require substantial evidence of demand for the skills developed through the Skills Bootcamp, including evidence of vacancies in the local labour market. Suppliers must cite the evidence they are relying on regarding local labour market needs and demonstrate due regard to the skills analysis and priorities of Local Enterprise Partnership(s)(LEPs) and their Skills Advisory

Panels, Mayoral Combined Authorities (MCA), Local Authorities (LA) and show how they align with their Local Skills Improvement Plan(s).

Our current priority sectors nationally for Skills Bootcamps are:

The current DPS National Contract Lots

Category	Lot
Construction and the Built Environment	Lot 1: Construction and the Built Environment (general)
	Lot 2: Pathway to Accelerated Apprenticeships in Construction and the Built Environment
	Lot 3: Green Skills in Construction and the Built Environment
Engineering and Manufacturing	Lot 1: Engineering and Manufacturing (general)
	Lot 2: Pathway to Accelerated Apprenticeships in Engineering and Manufacturing
	Lot 3: Green Skills in Engineering and Manufacturing
Digital	Lot 1: Digital Marketing
	Lot 2: IT Technical Sales
	Lot 3: Pathway to Accelerated Apprenticeships in Digital Marketing
	Lot 4: Pathway to Accelerated Apprenticeships in IT Technical Sales
Sales, Marketing and Procurement	Lot 1: Digital (general)
	Lot 2: IT Technical Sales
	Lot 3: Pathway to Accelerated Apprenticeships in Digital Marketing
	Lot 4: Pathway to Accelerated Apprenticeships in IT Technical Sales
Creative and Design	Lot 1: Creative and Design – Screen production or post-production, live events production & video games production
	Lot 2: Pathway to Accelerated Apprenticeships in Creative and Design – Screen production or post-production, live events production & video games production
Business and Administration	Lot 1: Project Management
Education and Early Years	Lot 2: Pathway to Accelerated Apprenticeships in Project Management
Transport and Logistics	Lot 1: Pathway to Accelerated Apprenticeships in Early Years
	Lot 1: Pathway A – Novice to CAT C
	Lot 2: Pathway B – Novice to CAT C, then C+E
	Lot 3: Pathway C – Novice to CAT C, then C+E + additional elements
	Lot 4: Pathway D – Existing CAT C upgrade to CAT C+E
	Lot 5: Pathway E – Existing HGV upgrade to ADR Packages / Tankers
	Lot 6: Pathway F – Existing HGV upgrade to ADR Tankers + PDP
	Lot 7: Pathway G – Back to Wheels Refresher into previous existing category
	Lot 8: Pathway H – Back to Wheels Refresher with upgrade to CAT C+E
	Lot 9: Transport Manager

Where there is demand for a skill area that meets the general criteria, but is not in a sector listed here, it can be procured using up to 30%¹ of your grant.

Skills Bootcamps - overarching principles

Skills Bootcamps are flexible training courses of up to 16 weeks, with a guaranteed job interview (where a candidate is being recruited to a new job or new opportunities), which equip adults with skills that enable them to access in-demand jobs, apprenticeships, and new opportunities (for the self-employed) leading to increased income and productivity over time.

Skills Bootcamps must be delivered at Level 2-5 or equivalent.

The benefits analysis of the Skills Bootcamps programme as a whole was developed based on the premise of increasing skill levels at 2-5 where the return on investment is higher. However, it is important to ensure that we are tackling a genuine skills shortage or gap, rather than temporarily addressing a pay and conditions issue.

All training must either be accredited, aligned to occupational standards managed by the Institute for Apprenticeship & Technical Education, or utilise a recognised standard for representing attainment (e.g. RARPA, SFIA) – Where the third pathway is chosen, we would expect a higher standard of evidence for employer engagement.

¹ This % is 100% in deeper devolution areas

Learner Eligibility

To be funded, learners must meet all the following criteria:

- **have the right to work in the UK.** This can be checked on gov.uk/view-right-to-work **and**
- **meet residency requirements.** Providers should refer to the [Residency Eligibility](#) section of the AEB funding rules before accepting an individual onto a Skills Bootcamp **and**
- **live in England**, further detail is provided below.

Suppliers are reminded that, to receive payment, they must only enrol learners who are aged 19 or older, on 31 August within the ESFA funding year. This means:

Learners must be aged 19 or older:

*on or before **31 August 2024** for bootcamps starting between **01 April 2025 and 31 July 2025***

*on or before **31 August 2025** for bootcamps starting between **01 August 2025 and 31 March 2026***

Delivery outside of England

You must not actively recruit learners who live or work outside of England.

We will fund an individual who lives in Scotland, Wales or Northern Ireland if specialist skills training is only available in England and the individual intends to work in England as a result of the Skills Bootcamp. We do not expect these numbers to be significant.

For learning delivered at an employee's workplace, we will fund individuals whose main employment or normal place of work is in England.

Suppliers located close to the borders can deliver Skills Bootcamps to learners who are not resident in England if the learner intends to work in England as a result of the Skills Bootcamp. Delivery must take place in England. We do not expect these numbers to be significant.

Target Groups

All Skills Bootcamps must be open to all eligible adults within the communities they serve, including those employed, not in work or self-employed, serving

prisoners due to be released within 6 months of completion of a Skills Bootcamp and those on Temporary Release.

Skills Bootcamps aim to support participants to improved employment outcomes. Suppliers should consider how their Skills Bootcamp will support these participants effectively into a positive employment outcome.

Prior Attainment and experience

No prior attainment is required unless specifically prescribed by an employer and/or specifically related to the job and sector within which the vacancies offered are situated. Suppliers should screen potential learners and select those who will benefit from enrolling onto a Skills Bootcamp, including by checking that the potential Learner does not already have a significant proportion of the knowledge, skills and behaviours that the Skills Bootcamp is designed to help them acquire. Suppliers should signpost to other opportunities where a Skills Bootcamp is not appropriate for a potential Learner including a referral to the website of the National Careers Service (<https://nationalcareers.service.gov.uk>).

However, Suppliers may define their own selection processes and/or assessments as part of their approach to recruitment of learners.

Funding conditions

You must not transfer funding between the following budgets:

- Skills Bootcamps
- ESFA funded AEB
- 19 to 24 traineeship programmes
- Level 3 adult offer
- Apprenticeships
- Advanced learner loans bursary fund
- Advanced learner loan facility
- Multiply

We have adjusted learner eligibility so participants enrolled on DWP's Restart programme can access Skills Bootcamps, recognising differences in provision. However, if suppliers are delivering both a DWP Restart programme and a DfE Skills Bootcamp, they must ensure that they are delivering two separate sets of activities to receive funding from both programmes for an individual learner.

An adult may only undertake one Skills Bootcamp per funding year (1 April to 31 March) and must not be on more than one Skills Bootcamp at any one time. However, where an individual starts a Skills Bootcamp and then realises that it is not suitable for them for whatever reason, they may start, and be funded for, another Skills Bootcamp so long as the first milestone payment has not been reached.

Providers have an obligation to ask prospective learners whether they have already undertaken a Skills Bootcamp in that funding year and if they are currently undertaking a Skills Bootcamp.

Learners may transfer between Skills Bootcamps within a year but only under the following conditions:

- The learner must have left their first Skills Bootcamp before the first payment milestone cut-off.
- The learner may only start two Skills Bootcamps maximum within a year.

Where an employer is training an existing employee, they must contribute to the cost of the course. In the case of large employers, DfE will cover 70% of the cost of the Skills Bootcamp with the remaining 30% of the agreed learner rate to be funded by the employer. Existing employees are defined as someone directly employed by the employer, not a temporary worker, self-employed and contractor, director or officeholder. However, where a director or office holder is also an employee the employer will be expected to contribute. Further information on [employment status](#) is available.

In the case of small and medium employers DfE will cover 90% of the cost of the Skills Bootcamp, so the employer contribution is reduced to 10%. A small or medium sized employer is defined as having fewer than 250 employees.

Suppliers are free to agree further funding contributions from employers should they want to enhance the content of the Skills Bootcamp.

Suppliers are responsible for ensuring they collect, and maintain evidence of, payment of the employer's contribution.

Courses are fully funded by Government for independent learners (individuals not being co-funded by their employer), and for the self-employed.

Individuals must not be charged for any element of the Skills Bootcamp.

Payment Milestones

There are three payment milestones associated with a learner on a Skills Bootcamp. Payments will be made on the following basis:

Table 1: Payment Milestone details: This is a summary; for detailed advice on what must be provided to obtain a milestone payment, please see the evidence section.

Commencement	Contract Delivery	Outcome
	Course completion and interview offered	On job offer (or equivalent)
40%	30%	30%
Paid on the learner completing 14 qualifying days of training and on completion of the initial assessment (initial assessment as set out in the service requirements). We expect the 14 qualifying days of the training course to include a minimum of 10 guided learning hours. Suppliers must achieve Starts by 31st March 2026 in line with delivery plans and in time to achieve Completions by this deadline also. The Supplier should report on the next monthly reporting cycle any new learner Starts via the ILR, Contract Monitoring Plan and Learner Datasheet.	Course completion and interview offered: Completion of the training and completion of a final assessment (final assessment as set out in the service requirements), and; - For the independent learner: an offer of an interview for a vacancy which meets the criteria set out in the service requirements; - For the co-funded learner: an offer of an interview for a new role/responsibility within the current organisation which meets the criteria set out in the service requirements - For the self-employed learner: written confirmation of how the new training has been/will be applied to get new work or contracts which meet the criteria set out in the service requirements If an independent learner plans to be self-employed, they can achieve a self-employed learner completion; and a self-employed learner who plans to become employed can achieve an independent learner completion.	- For the independent learner: An offer for a job which meets the criteria set out in the service requirements - For the co-funded learner: the offer or commencement of a new role/responsibility within the current organisation which meets the criteria set out in the service requirements - For the self-employed learner: Learner has secured new work/new contracts which meet the criteria set out in the service requirements If an independent learner plans to be self-employed, they can achieve a self-employed learner outcome; and a self-employed learner who plans to become employed can achieve an independent learner outcome. Suppliers should note that the learner must have finished the training element of the Skills Bootcamp for the Supplier to be able

	Suppliers must achieve Completions by 31 st March 2026 and in line with delivery plans. The Supplier should report on the next monthly reporting cycle any new learner Completions via the ILR, Contract Monitoring Plan and Learner Datasheet.	to claim a Positive Outcome payment. Suppliers must achieve Positive Outcomes within the six months after the training finishes.[Please note this is not six months after the full Completion milestone, but after the training element has finished.]c The Supplier should report on the next monthly reporting cycle any new learner Positive Outcomes via the ILR, Contract Monitoring Plan and Learner Datasheet.
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Pathways to Accelerated Apprenticeships

Commencement	Contract Delivery		Outcome
		Course completion and interview offered	On job offer (or equivalent)
40%		30%	30%
Paid on the learner completing 14 qualifying days of training and on completion of the initial assessment (initial assessment as set out in the service requirements). We expect the 14 qualifying days of the training course to include a minimum of 10 guided learning hours. Suppliers must achieve Starts by 31st March 2025, in line with delivery plans and in time to achieve Completions by this	Course completion and interview offered: Completion of the training and completion of a final assessment (final assessment as set out in the service requirements), and; - For the independent learner: an offer of an interview for an accelerated apprenticeship or other job (which is not an apprenticeship) vacancy which meets the criteria set out in the service requirements; - For the co-funded learner: an offer of an interview for a new role/responsibility within the current organisation	- For the independent learner: An offer for an accelerated apprenticeship or for a job (which is not an apprenticeship) that meets the criteria set out in the service requirements. - For the co-funded learner the offer or commencement of a new role/responsibility within the current organisation which meets the criteria set out in the service requirements - For the self employed learner: Learner has secured new work/new contracts which meet the criteria set out in the service requirements.	

deadline also. The Supplier should report on the next monthly reporting cycle any new learner Starts via the ILR, Contract Monitoring Plan and Learner Datasheet	which meets the criteria set out in the service requirements For the self-employed learner: written confirmation of how the new training has been/will be applied to get new work or contracts which meet the criteria set out in the service requirements If an independent learner plans to be self-employed, they can achieve a self-employed learner completion; and a self-employed learner who plans to become employed can achieve an independent learner completion. Suppliers must achieve Completions by 31st March 2025 and in line with delivery plans. The Supplier should report on the next monthly reporting cycle any new learner Completions via the ILR, Contract Monitoring Plan and Learner Datasheet.	If an independent learner plans to be self-employed, they can achieve a self-employed learner outcome; and a self-employed learner who plans to become employed can achieve an independent learner outcome. The offer of an apprenticeship that has not been accelerated cannot be used to claim for the Outcome payment in this model. Suppliers should note that the learner must have completed the training element of the Skills Bootcamp to be able to claim an outcome payment. Suppliers must achieve Positive Outcomes within the six months after the training finishes. Please note this is not six months after the full Completion milestone, but after the training element has finished. The Supplier should report on the next monthly reporting cycle any new learner Positive Outcomes via the ILR, Contract Monitoring Plan and Learner Datasheet.
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We recognise that there may be instances where a learner has changed their status part way through their Skills Bootcamp, e.g., from self-employed to actively looking for, and obtaining, a job and therefore their expected completion/outcome has changed. Where that is the case, you should discuss this with your Grant Manager to confirm what evidence requirements are expected to enable a claim to be made.

Course Length

The Provider must offer Skills Bootcamps at a minimum of 60² Guided Learning Hours (GLH) over a maximum of 16 weeks.

GLH are the time a Learner spends being taught or instructed by, or otherwise participating in education or training under the immediate guidance or supervision of – a lecturer, supervisor, tutor or other

² Except HGV Driving which may be less than 60 GLH

appropriate provider of education or training, whether online or in person.

Pre-recorded content does not count towards GLHs.

Course Content & Flexibility

The Provider must ensure that the Skills Bootcamps:

- can be reasonably delivered to a Learner concurrently employed in either a full-time or part-time role or around other commitments
- are accessible to Learners
- Training Providers must make reasonable adjustments, as appropriate for those Learners with Protected Characteristics (as defined by the Equalities Act (2010)).
- DfE will not fund any part of any learner's learning aim or programme that duplicates provision they have received from any other source, known as double funding.

The Provider must deliver a 'wraparound service' of Learner support (for example, using a coaching and mentoring approach, from programme application stage, during, and post programme, to move people into jobs/new roles and opportunities.

This should include upfront screening of applicants, soft skills (or work readiness) training to support the occupational skills training, vacancy/role/opportunity identification, providing pastoral services to help participants complete the Skills Bootcamp and follow-up services to participants and employers to support job placement mentorship, pastoral support) and high-quality advice and guidance to support the learner into a positive employment outcome (for example, CV writing support, mock interviews).

We expect all Independent Learners (not co-funded by their employer, and not self-employed) to progress on to a guaranteed job interview upon the completion of the Skills Bootcamp. This should be a genuine vacancy related to the skills gained through the Skills Bootcamp and the job must be expected to last at least 12 weeks. Providers should ensure interviews are offered to all independent learners; without the offer of an interview the Skills Bootcamp is not complete.

The Provider may deliver Skills Bootcamps remotely, online or face to face or through a blended approach.

Provider Eligibility

This programme is open to all training providers registered on the UK Register of Learning Providers – providers not currently registered can apply [here](#). It is also open to any employer/s or employer bodies.

Employer Engagement & Involvement

MCA/LEPs/LAs should ensure training providers engage employers from the outset in the design and / or delivery of their Skills Bootcamp provision and to gain commitment to interview candidates from the Skills Bootcamps for relevant vacancies, or to establish what the impact will be if they are training their own employees. Training Providers may be required by the Department to provide evidence of its work with employers. This could include the provision of behavioural skills support, coaching and mentoring, design and / or the delivery of content as well as evidence of interviews taking place and where participants have been recruited by the employer.

We have a target of 60% of employers involved in Skills Bootcamp being SMEs.

Learner and Employer Evidence Checks

The DfE may conduct random sampling checks of learner and employer evidence throughout the duration of the grant period aligned to reporting periods. We reserve the right to vary the volume and cadence of checks over the lifetime of the grant

However, if any issues arise from any part of the process relating to data returns, payment claims or previous evidence checks, the DfE reserves the right to conduct evidence checks in advance of releasing payment. This includes commissioning additional checks in terms of volume and periodicity on an ad-hoc basis as required.

Quality Assurance Team

The intention of this team is to support providers and the authorities who oversee them, such as yourselves, to deliver consistently high-quality Skills Bootcamps, identify and share best practice and promote continuous improvement in Skills Bootcamps delivery now and in the future.

In the near-term, we plan to conduct visits to each Skills Bootcamp to observe teaching and learning, have discussions with key staff, learners, and other stakeholders, as well as reviewing relevant documentation. Where possible we would like to do these as joint visits in partnership with you. Ofsted began inspections of Skills Bootcamps provision in FY 2023-24.

Comms & Branding

Please refer to the guidance to align marketing activity with the requirements set out in the guidance.

Publicity and Comms

Providers, and where appropriate sub-contractors, will be required to provide a web link to more information about your Skills Bootcamp(s) and how to sign up. The link will be shared on the Skills Bootcamps Gov.uk web page that will be created here [Find a Skills Bootcamp](#) . Your Grant Manager will provide further details on how to do this.

Whistleblowing and Complaints Guidance

Providers, and where appropriate sub-contractors, must ensure that all applicants, learners, and staff linked to Skills Bootcamps delivery are aware of the DfE's Whistleblowing and [Complaints](#) policies and processes. This will be monitored as part of the grant monitoring process. Whistleblowing involves entering a 'whistleblowing' [webform](#). Whistleblowing entries for Skills Bootcamps must be clearly marked as 'Skills Bootcamps' and will be submitted via the DfE's whistleblowing submission process and will be escalated to the relevant policy team.