

# Expression of Interest (EOI)



The National Association of  
School-Based Teacher Trainers



## Commissioned Scoping Exercise: NASBTT Apprenticeship Provider Strategy

**Deadline:** 31<sup>st</sup> December 2025

**Issued by:** NASBTT (National Association of School-Based Teacher Trainers)

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## 1. Background

NASBTT represents 100% of England's school-based ITT providers and offers a suite of specialist training, leadership development and sector advocacy. Our membership engagement is extremely high, and our services are relied upon widely across the ITT sector.

In 2025, trustees identified apprenticeships as a strategically significant opportunity to:

- Strengthen the long-term financial resilience of the charity
- Broaden CPD access for SCITT staff by drawing on the **Growth and Skills Levy**, currently heavily under-utilised in education
- Build specialist, ITT-specific professional pathways where the wider sector has gaps

Survey data collected from members demonstrates both strong enthusiasm and identifiable barriers towards NASBTT-delivered apprenticeships. These responses highlighted:

- **Overwhelming concerns about time, workload and 20% off-the-job requirements**
- **Practical and wellbeing concerns for small teams**
- **Questions around levy access, employer approval, and wider costs**
- **Strong appetite and trust in NASBTT to deliver niche, high-quality, contextualised programmes**

Key areas of interest include:

- **SCITT-specific Business Administration (Level 3/4)**
- **Improvement Leader (Level 6)**

- **Coaching Professional (Level 5)**

Trustees have now agreed to proceed to a **formal scoping exercise**, recognising this work requires specialist apprenticeship expertise and should be commissioned externally.

## 2. Purpose of this EOI

**NASBTT is exploring becoming a lead provider** and invites expressions of interest from suitably experienced consultants or organisations to deliver a **four-week (or equivalent 20-day) scoping exercise** that will enable trustees to make an informed, evidence-led decision in early 2026 about whether, and how, to proceed with an apprenticeship provider strategy.

The scoping exercise will not design apprenticeship content. Instead, it will determine the viability, requirements, risks, costs, and options for NASBTT becoming a lead provider

## 3. Scope of Work

The commissioned scoping exercise must provide trustees with analysis and clear recommendations across the following areas:

### A. Operational Requirements

- Step-by-step outline of what is required to apply to the **APAR** (Apprenticeship Provider and Assessment Register), including guidance on the key documentation to be provided to evidence the case for NABSTT becoming a lead provider.
- Indicative timelines, sequencing and critical path.
- Staffing implications (skills needed, capacity, roles, QA oversight).
- Technology/e-platform requirements and options.
- Requirements for delivery models (online, hybrid, regional face-to-face).
- Realistic assessment of NASBTT's organisational readiness and gaps.

### B. Compliance & Regulatory Demands

- Detailed mapping of obligations in relation to:
  - **Skills England**
  - **ESFA funding compliance**
  - **Ofsted FE & Skills inspection framework**
  - **Ofqual/EPA relationships**
- Risk analysis relating to financial audit, clawback, documentation, off-the-job training evidence, and EPA design.
- Recommendations for mitigating complexity (a major trustee concern highlighted in the discussion).

### C. Financial Modelling

- Create detailed financial projections for:

- 1 apprenticeship
- 2 apprenticeships
- 3 apprenticeships
- Phased launch model
- Include sensitivity modelling: cohort size; drop-out; employer levy access; regional delivery costs; EPA fees; 20% funding holdback; prior learning reduction; venue costs; digital platform costs and staffing capacity requirements.
- Provide break-even analysis and return-on-investment modelling.

#### D. Legal & Structural Considerations

- Advise on the merits, risks and requirements (including financial) of establishing a **NASBTT trading arm** to deliver apprenticeships (including implications for liability, reserves protection, charitable status, and audit).
- Identify legal constraints affecting subcontracting, partnership delivery or EPA relationships.

#### E. Employer Engagement Strategy

In light of member concerns about Trust willingness to release levy funds:

- Propose a communication strategy for MATs, LAs and other levy decision-makers.
- Outline a clear “Return on Investment” narrative for employers.
- Indicate mechanisms to identify correct levy-holders in complex structures.

*NASBTT recognises that the work undertaken at this scoping stage may lead to a subsequent phase involving the development, design and implementation of an apprenticeship delivery model. Should the Board of Trustees decide to proceed, this would be commissioned separately.*

*The consultant delivering the scoping phase will be welcome to submit a proposal for any future work, but no preferential status or expectation is attached to this EOI.*

## 4. Expected Outputs

The successful applicant will produce:

1. **A comprehensive written report** including full analysis, evidence base, and recommendations.
2. **A financial model spreadsheet** with adjustable assumptions.
3. **A presentation to the Board of Trustees** (virtual) summarising findings.
4. **A proposed roadmap** outlining:
  - Recommended approach
  - Set-up timeline
  - Required investment
  - Risks and mitigations
  - Go/no-go decision points

## 5. Skills and Experience Required

Applicants must demonstrate:

- **Extensive practical experience** of apprenticeship regulation, compliance, financial audit and ESFA rules.
- **Successful track record** of securing APAR Lead Provider approval for organisations.
- Knowledge of **FE/Skills Ofsted inspection** expectations.
- Understanding of the **education and/or ITT landscape** (desirable, not essential).
- Ability to model complex financial scenarios with clarity.
- Experience supporting charities or similar membership organisations (desirable).

## 6. Budget

Trustees have approved **up to £10,000** for this phase of work (covering approx. 20 days of consultancy plus reasonable expenses). Value-for-money will be considered when assessing EOIs.

## 7. Timeline

- **EOI issued:** 2<sup>nd</sup> December 2025
- **EOI submissions deadline:** 31<sup>st</sup> December 2025
- **Shortlisting & invitation to formal proposal/interview:** 14<sup>th</sup> January 2026
- **Scoping work commissioned:** 23<sup>rd</sup> January 2026
- **Scoping work delivered (4 weeks or 20 days over a longer period):** To be agreed
- **Report to Trustees:** 19<sup>th</sup> March 2026

## 8. How to Apply

- Please submit an Expression of Interest (max 3–4 pages) outlining:
- Your relevant experience and credentials
- Your understanding of the brief
- Your proposed approach and methodology
- Examples of similar work undertaken
- Proposed fees within the £10,000 budget
- Availability across the required timeline

**EOIs should be sent to: [ehollis@nasbtt.org.uk](mailto:ehollis@nasbtt.org.uk)**