Inspiring Futures through Learning

Postgraduate Teacher Apprenticeship (Level 6)

Subcontracting Policy

September 2026

At Inspiring Futures through Learning, we are driven by our pursuit of excellence every day. We have high expectations of learning, behaviour and respect for every member of our community. We create independent, articulate thinkers and learners who have confidence in, not only their individual ambitions, but also those of the Academy and The Trust as a whole. We have collaboration at the heart of everything we do and our vision is to nurture exciting, innovative, outstanding Academies who embrace change and provide a world-class education for all it serves.

Policy name:	Subcontracting Policy
Version:	V5
Date relevant from:	September 2026
Date to be reviewed:	September 2027 *This policy will be reviewed every year unless legislation dictates otherwise. Changes in Legislation will need to be read and used to review this Policy.*
Role of reviewer:	IFtL ITT Team
Statutory (Y/N):	Y
Published on website*:	1

Policy level:**	1
Relevant to:	All IFTL Departments
Bodies consulted:	
Approved by:	IFtL Board of Trustees
Approval date:	

Key:

**** Publication on website:***

IFtL website		**School website**	
1	Statutory publication	A	Statutory publication
2	Good practice	B	Good practice
3	Not required	C	Not required

***** Policy level:***

1. Trust wide:
   - This one policy is relevant to everyone and consistently applied across all schools and Trust departments with no variations.
     - *Approved by the IFtL Board of Trustees.*
2. Trust core values:
   - This policy defines the values to be incorporated fully in all other policies on this subject across all schools and Trust departments. This policy should therefore from the basis of a localised school / department policy that in addition contains relevant information, procedures and / or processes contextualised to that school / department.
     - *Approved by the IFtL Board of Trustees as a Trust Core Values policy.*
     - *Approved by school / department governance bodies as a relevantly contextualised school / department policy.*

3. School / department policies
   - These are defined independently by schools / departments as appropriate
     - *Approved by school / department governance bodies.*

Introduction

This policy is a mandatory requirement as part of the apprenticeship funding rules 2026-2027. All organisations that subcontract any part of their apprenticeship programmes have to annually review their subcontracting policy ahead of the academic funding period. The policy has to be signed off by the person charged with overall responsibility of the organisation in the governance structure and as IFtL is a main provider for the Postgraduate Teacher Apprenticeship Programme this policy has to be published upon the website by the 31st October. The purpose of this policy is to provide accurate and comprehensive information to external agencies on how IFtL procures its subcontracted services, the associated costs and how quality will be monitored and managed.

Scope and Context

As part of the DfE (2023) Initial Teacher Training Forming Partnerships guidance, Two Mile Ash Initial Teacher Training (part of the legal entity Inspiring Futures through Learning) and Chiltern Training Group (part of the legal entity Chiltern Learning Trust) have formed a DfE approved partnership from September 2024. The DFE advised on partnerships to 'share, knowledge, experience and resources in order to support delivery and help retain existing talent and experience in the sector'. Working together also 'increases capacity and capability of all organisations involved to deliver high-quality ITT provision across the country' and our surrounding local area and schools.

Within the formal partnership, Chiltern Training Group (part of Chiltern Learning Trust) is the accredited ITT provider by the Secretary of State to deliver teacher training that leads to QTS and as such has full and final accountability for all aspects of training design, delivery and quality across the partnership. Two Mile Ash Initial Teacher Training (part of Inspiring Futures through Learning) is a Lead Partner who has an operational and strategic role with specific responsibilities listed within the formal Partnership Agreement.

On the Apprenticeship Provider and Assessment Register (APAR) both legal entities (CLT and IFtL) are listed as main providers of the Postgraduate Teacher Apprenticeship programme. In accordance with the apprenticeship funding rules, a main provider has to hold responsibility for delivering a substantial part of the apprenticeship training. As detailed in the DfE Forming Partnerships guidance, an accredited provider will therefore delegate substantial delivery to a lead partners who acts as a main provider and will subcontract the accredited provider as appropriate.

Subcontracting Due Diligence

As the subcontractor in relation to the Postgraduate Teacher Apprenticeship for IFtL has been determined through a DfE approved partnership, due diligence has taken place prior to the subcontracting. High levels of due diligence have already taken place in terms of the quality of the subcontractor through the forming partnership process where external judgements from Ofsted and

the DfE have been considered has well as the level of experience in ITE and the subcontractors listing on the Apprenticeship Provider and Assessment Register as a main provider.

IFtL therefore will only use a subcontractor who has been assessed as suitable and adequate. As such, currently this policy only relates to the listed subcontractor of Chiltern Training Group (part of the legal entity of Chiltern Learning Trust). If additional subcontracting is required, further approval by the Board of Trustees is required.

IFtL will annually conduct a review of it's due diligence checks on the subcontractor to ensure that the subcontractor continues to be able to deliver the listed services. Further due diligence checks will also take place if there is any material change in the subcontractor that has the potential to impact on its ability to deliver subcontracted services. These include but are not limited to:

- Merger with another provider/organisation
- Change of key personnel e.g. CEO
- Significant changes within the governance structure.
- Any issues that may raise concern about the subcontractor's ability to deliver the programme.

Rationale for Subcontracting

As stated in the Apprenticeship Funding Guidance, there must be a clear rationale for subcontracting and for Inspiring Futures through Learning as a main provider these are about widening the availability of this route which in turn supports local and national recruitment into training to teach.

Inspiring Futures through Learning is committed to initial teacher training and to providing local opportunities for apprentices to train to teacher as well as working with other experienced providers within the ITE market place in order to increase capacity and capability resulting in high quality ITT provision. Working within the aims of the DfE forming partnerships, using CTG as a subcontractor therefore *enhances opportunities available for learners within teacher training (183.1).*

As a provider with numerous years of experience in ITE, IFtL also know that it is vital to our local schools that we have worked with for several years, across Milton Keynes and the surrounding counties, that their apprentices and trainee teachers have a local place of delivery to reduce the travel and commuting time for training. As such the subcontracting arrangement as part of the DfE approved partnership with Chiltern Training Group, allows for the main provider of IFtL to deliver training locally, subcontracting the accredited provider which *supports better geographical access for learners (183.3).*

Subcontracting Services and Associated Costs

Inspiring Futures through Learning will be directly delivering the majority of the Postgraduate Teacher Apprenticeship training and on programme assessment. As per the DfE approved partnership, the subcontractor (Chiltern Training Group) is the accredited provider who are accountable for the design and quality of training across the partnership as well as awarding Qualified Teacher Status. For this service the cost is formally agreed in the Partnership Agreement at 8% of the total fee for each apprentice. This cost total is reasonable and proportionate to the delivery of the service and is the

same across all trainees across different teacher training routes. As IFtL manages, delivers and assesses all other elements of the programme as a main provider, the remaining associated apprenticeship funding is retained by Inspiring Futures through Learning. The remaining funding retained by IFtL is used for the management, administration, delivery and assessment of the apprenticeship programme as a main provider and IFtL does not charge a management fee to the employer for the subcontracted provision.

A written agreement, as part the ESFA Apprenticeship Funding Rules is also in place for 2026/2027 between IFtL and the subcontractor (Chiltern Training Group). The subcontracting is a direct agreement between the two legal entities with no brokerage.

Inspiring Futures through Learning, as the main provider leads and maintains the relationship with the apprentice and their employer and the use of the subcontractor is openly shared with clear understanding of the roles of each organisation within the Employer and Main Provider Contract. The associated costs linked to the apprenticeship funding is shared with the employer within the PGTA Contract and Terms and Conditions.

Quality Assurance and Monitoring

IFtL will conduct or monitor that the subcontractor is suitable and has the capacity and capability to fulfil their role. As the services of subcontracting within this partnership are of those of an DfE approved accredited provider these will include but not limited to:

- CEO of IFtL on the Board of Trustees for Chiltern Learning Trust.
- Direct working with the subcontractor as part of the DfE approved partnership.
- External Examining from an independent consultant with experience in ITE as per DFE compliance.
- Ofsted reports.

Should the quality of the subcontractor not be of a high standard this will be reported to the Board of Trustees and action as per the DFE formal partnership agreement can be taken.

Policy Review and Communication

The policy will be reviewed annually and signed off by IFtL Board of Trustees. It will be published annually on the IFtL website. Any additional subcontractors that are added or changed to those detailed in the policy within the academic year of this policy, would require further approval from the Board of Trustees.

Declaration of the Use of Subcontractors

Each academic year, IFtL will submit two fully completed Subcontractor Declaration forms for the Postgraduate Teacher Apprenticeship programme to the DfE. The first will be by 31st October and the second by 30th June.