



The University  
Of Sheffield.



# Key Dates 2019/20



## Sept 2019 Start Dates

### Advanced Apprentices (Level 3)

#### New starters – Workshop

- **Machining** – 16 September 2019
- **Metal fabricator** – 16 September 2019
- **Mechatronics** – 18 September 2019
- **Technical Support** – 18 September 2019

#### New starters – Development Knowledge Day Release

- **Metal Fabricators and Machinists** are due to start development knowledge from day one – W/C 23 September 2019
- **Technical Support and Mechatronics** will start development knowledge – W/C 24 February 2020

#### Returners – Development Knowledge Day Release

- W/C 23 September 2019

### HNC (Level 4)

#### New starters and returners

- Mondays from W/C 23 September 2019

### Degree Apprentices (Level 6)

- **First years** – Induction 5 & 6 September 2019 then Tuesdays from W/C 10 September 2019
- **Second years** – Thursdays from W/C 10 September 2019
- **Third years** – Wednesdays from W/C 10 September 2019

## Return to Work Fridays

- 18 October 2019
- 15 November 2019
- 13 December 2019
- 17 January 2020
- 14 February 2020
- 20 March 2020
- 17 April 2020
- 15 May 2020
- 19 June 2020

## Shut Down Dates

| Date         | Programme |                               |     |                       |
|--------------|-----------|-------------------------------|-----|-----------------------|
|              | Workshop  | Level 3 Classroom Day Release | HNC | Degree Apprenticeship |
| W/C 28/10/19 |           | ●                             | ●   |                       |
| W/C 23/12/19 | ●         | ●                             | ●   | ●                     |
| W/C 30/12/19 | ●         | ●                             | ●   | ●                     |
| W/C 27/01/20 |           |                               |     | ●                     |
| W/C 17/02/20 | ●         | ●                             | ●   |                       |
| W/C 06/04/20 |           | ●                             | ●   | ●                     |
| W/C 13/04/20 | ●         | ●                             | ●   | ●                     |
| W/C 25/05/20 | ●         | ●                             |     |                       |

A 'dot' in the programme box indicates that learners on that programme will not be required to attend centre during the W/C date.

## Enrichment Training

8.00am to 9.30am each Friday

| Dates                        | Topic                      |
|------------------------------|----------------------------|
| 27 September, 4 & 11 October | Mental Health Awareness    |
| 25 October, 1 & 8 November   | LGBT                       |
| 22 & 29 November, 6 December | Gambling/Gaming            |
| 24 & 31 January, 7 February  | MESMAC (Sexual Health)     |
| 28 February, 6 & 13th March  | Healthy Living             |
| 27 March, 3 & 10 April       | Knife Crime                |
| 24 April, 1 & 8 May          | Alcohol & Substance Misuse |
| 22 May, 5 & 12 June          | Consent                    |

## Annual Leave

Wherever possible, annual leave should be taken during the pre-planned shutdown dates. This is to ensure learners are able to use their holiday allocations during their time with the AMRC Training Centre without impacting on their progress. This should be discussed and agreed by their employer in advance.

[amrctraining.co.uk](http://amrctraining.co.uk)

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