



## Traineeships – Completions and Progressions

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1. This note is being published separately to the SFR entitled “Further Education & Skills: Learner Participation, Outcomes and Level of Highest Qualification Held”: <https://www.gov.uk/government/publications/learner-participation-outcomes-and-level-of-highest-qualification-held>.
2. It contains figures for completions and progressions reported in Quarter 1 and Quarter 2 2014/15. A note regarding completions and progressions reported in 2013/14 is published at: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/378733/traineeships-completions-and-progressions-note-nov14.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/378733/traineeships-completions-and-progressions-note-nov14.pdf). This showed 4,800 completions and 4,400 progressions in 2013/14 based on those who finished their traineeship during 2013/14.
3. Based on provisional administrative data, there were 3,400 completions and 2,500 progressions in Quarter 1 and Quarter 2 2014/15 (August 2014 to January 2015). As traineeships can last up to 6 months, these figures include some traineeships which started in 2013/14 and continued into 2014/15:
  - Of the 3,400 completions in Quarter 1 and Quarter 2 2014/15, 1,700 were from traineeships which started in 2013/14, and 1,800 were from traineeships which started in 2014/15.
  - Of the 2,500 progressions in Quarter 1 and Quarter 2 2014/15, 1,200 were from traineeships which started in 2013/14, and 1,300 were from traineeships which started in 2014/15.
4. *Completions* in 2014/15 counts all instances where: the learner moves into employment, an apprenticeship or further learning; all elements of the learner’s agreed traineeship are complete; or the learner reaches 6 months on the programme.
5. *Progressions* counts all those who had started the work placement element and progressed into a positive destination, which is defined as *into a job, apprenticeship, or further learning* for those aged 16-18 and *into a job or apprenticeship* for those aged 19 and over.
6. It is important to provide the earliest picture once it becomes available so that users may assess the impact of government-funded provision and hold the system to account. However, provisional data are taken from an operational information system which is designed to support the funding of providers and there are some important limitations users should take into consideration.
7. In-year information is subject to data lag, which is when a provider submits information after the period it relates to. This information is subsequently attributed to the relevant time period. Data remain provisional until final returns for the academic year are made by providers, after the end of

the academic year in which the programme was completed. Therefore we will not know the final number of completions and progressions in 2014/15 (and also a final count of completions and progressions by trainees who started in 2013/14) until we report in November 2015. Revisions are typically upward though it should be noted that on occasions small downward revisions are possible.

8. We will publish completions and progressions in the SFR when we are satisfied with the data quality.

9. The traineeships process evaluation at <https://www.gov.uk/government/publications/traineeships-evaluation> also provides early completion and progression evidence from a sample of around 1,600 trainees who started in 2013/14.