

Teacher Apprenticeships – change of employer

Introduction and FAQs

This guidance document is to provide information and next steps for ITT Teacher Apprenticeship student teachers (and their current and future employer) who wish to move employers during their programme.

Can I change employer mid-way through the programme?

Yes, but there are steps to follow.

Are there any funding implications for me or my current employer?

Funding rules state no apprentice is allowed to be charged for their training and/or assessment linked to their apprenticeship programme; this includes any clauses stating repayment of some or all of apprenticeship funding in employment contracts which would be a breach of funding rules.

Best Practice Network's Funding Team will calculate the apprenticeship funding to be claimed from your current or previous employer based on your leave date. They will also determine the remaining funding that your new employer is required to pay, which will be spread across the remaining duration of your apprenticeship programme.

Please note there is no guarantee that we can access the remaining funding of your teacher apprenticeship with your new school. It is dependent on several factors including school type, preferred provider (where applicable) and PAYE set up. It will be your responsibility to ensure your new school can claim apprenticeship funding and is approved to work with Best Practice Network as the training provider.

I am a secondary apprentice, and my current school is receiving grant funding to support with salary costs, is this transferrable to my new school?

It is all dependant on your new school's school type. If they are ineligible (i.e. independent school) they will not receive the remaining grant funding.

If your new school is eligible, we will review the effective date of your transfer to your new school to transfer the remaining grant funding in equal instalments.

Are there any legal or contractual restrictions preventing me from changing employers?

No. However, it is the student teacher's responsibility to ensure that:

- Any employment contracts and notice periods are followed contractually
- There is no break in employment between your current and new employer (any breaks will have a knock-on effect in meeting minimum duration of your apprenticeship)
- Your potential new school is aware of your teacher apprenticeship and:
 - Can fund the remainder of your teacher apprenticeship

- The school is suitable to continue your programme (i.e. if you are on the SEND programme, your school has SEND provision)
- Can support you on the programme including time away for training, placement, unqualified teacher pay scale as per the teacher pay and conditions
- Can provide you with a mentor

Would I have to pause my training while funding is being secured?

Typically, student teachers are allowed to continue their training while we secure the funding with your new employer. The sooner we are informed of a change of employer the quicker we can secure your funding and identify any potential barriers to accessing the remaining funds.

However, your programme may be suspended or withdrawn if we are unable to secure funding including if there are any long term delays and/or communication from your school and/or local authority/council is a concern).

Does this still apply to me if I am moving to a new school within the same Trust?

Yes, please still follow the below next steps.

Next Steps

1. Make sure you have discussed potential move to a new employer with your Personal Tutor and Programme Lead. They will be able to advise on school vs programme suitability.
2. Arrange a call/meeting with your potential new school, Personal Tutor and Programme Lead to ensure all questions are addressed.
3. Share this useful information pack with your new school -
<https://www.bestpracticenetwork.co.uk/Media/ITT/PostgraduateTeacherApprenticeshipFullTimeSupportPackNew2025.pdf>.
4. Consider your notice period and new start date with current and new employer.
5. When all parties are in agreement, [submit your details on our Change of Employer form](#)
6. Once funding has been secured, new apprenticeship contracts will be sent to you and your school/s to sign.