

STUDENT NURSING ASSOCIATE APPRENTICESHIP

Candidate Pack



Colleague Benefits

General

- 27 days annual leave entitlement, increasing with length of service, plus 8 bank holidays
- Flexible working policies
- Generous maternity pay and 2 weeks full pay paternity leave
- Colleague recognition scheme and long service awards
- Greener travel initiative, including cycle to work scheme and lift share
- Childcare information and support available, including onsite nurseries
- Discounted bus passes with Arriva

Financial

- Access to various local and national discounts via various external websites
- Salary sacrifice schemes
- Generous pension scheme
- Access to a financial support booklet
- Pre-retirement courses
- Free Will writing service
- Savings and Loan schemes

Learning and Development

- Coaching and Mentoring
- Leadership Academy – leadership and management training for all staff
- Access to E-Learning courses
- Apprenticeships – growing number of apprenticeship opportunities across all disciplines
- Secondment and acting up opportunities
- Support to complete qualifications whilst on the job

Wellbeing

- Coaching
- Mental Health First Aiders
- Chaplaincy
- Fast track physiotherapy service
- Free eye test vouchers
- Slimming World referral scheme
- Cervical screening service
- Long Covid support
- Access to wellbeing/rest rooms
- Menopause support
- Men's Health forms and MOT
- Discounts with local gyms

Poppy's Promise

Poppy's Promise is a compassionate care initiative introduced within this Trust to enhance communication, respect and empathy across every aspect of patient care.

The initiative was founded by Katie Russell, following the loss of her daughter Poppy, who tragically died at just twelve hours old due to failures in care and communication. Born from that experience, Poppy's Promise serves as a powerful reminder that while clinical skill saves lives, it is compassion, listening and respect that define the quality of care and human connection. By embedding this promise across our organisation, we ensure that no patient or family ever feels unseen, unheard, or uncared for.

Poppy's Promise is a five-stage framework that supports NHS staff to provide compassionate, consistent and patient-centred care. It aims to create a culture where empathy and communication are prioritised at every level - from education and recruitment to daily patient interactions.

At the heart of the initiative lies the C.A.R.E. framework, which outlines four guiding principles for staff to follow. The CARE principles form the foundation of Poppy's Promise. They describe the behaviours, attitudes and values that underpin every interaction — between staff and patients, staff and families, and colleagues with one another.

CARE is not an additional task. It is how care is delivered.

C.A.R.E. Meaning and Practice

Compassion - Demonstrate genuine kindness, empathy and humanity in every interaction.

Compassion means recognising the emotional as well as the physical needs of patients, families and colleagues, and responding with care, patience and understanding. Small acts of compassion can have a lasting impact.

Acknowledge - Actively listen and be fully present.

Use eye contact, names and open body language, and acknowledge the individual's feelings, concerns and lived experience. Every person should feel seen, heard and taken seriously.

Respect - Treat everyone with dignity, honesty and fairness at all times.

Respect individual differences, personal circumstances and lived experience. Trust is built through respectful behaviour, consistency and integrity.

Empower - Enable people to be active participants in their care and work.

Communicate clearly, encourage questions and shared decision-making, and ensure patients, families and colleagues feel informed, confident and included.

Poppy's Promise is more than a framework - it represents a cultural shift towards human-centred care. By adopting these principles, we:

- Strengthen trust and communication between staff and patients
- Reduce avoidable harm through better understanding and listening
- Improve patient experience and staff wellbeing
- Foster a culture of openness, empathy and shared responsibility

Every member of staff has a role to play in bringing Poppy's Promise to life. Whether you are clinical, administrative or support staff, compassion and communication are part of everyone's role.

In daily practice, you can:

- Take a moment before entering a patient's space - centre yourself, focus on the person, not the task
- Use clear, respectful and kind language
- Listen without interruption and acknowledge emotions expressed
- Be honest and transparent, even when conversations are difficult
- Reflect after interactions - consider how your approach made the patient or family feel

All staff within the Trust are expected to:

- Uphold the values of Poppy's Promise in all patient and colleague interactions
- Attend any training, workshops or refreshers provided as part of the initiative
- Support colleagues in modelling compassionate behaviours
- Raise concerns constructively when communication or respect fall short
- Reflect these principles in both professional and personal conduct within the workplace

Together, we can make every interaction an opportunity to care, listen and make a difference.

That is Poppy's Promise.

Job Summary

This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read, such as those who are neurodiverse, have learning disabilities or lower literacy levels. Our goal is to make the application process more accessible and inclusive for everyone.

- This is a training role that helps you work towards becoming a Nursing Associate by completing a Level 5 qualification while working in healthcare.
- You will work as part of a care team, supporting people with their daily needs and helping to deliver kind, safe and person-centred care.
- You will learn on the job and through study, gaining experience in different health and care settings.
- You will carry out care tasks under the supervision of a Registered Nurse and build your skills and confidence over time.
- You will learn how to care for people of all ages and backgrounds, focusing on their physical, emotional and social needs.
- At the end of the programme, you will be ready to work as a Nursing Associate and follow national professional standards.

Job Description

Job title:	Student Nursing Associate Apprenticeship
Grade:	Band 3
Site:	The Royal Shrewsbury Hospital
Accountable to:	Ward Manager
DBS required:	Enhanced

Role Summary

This is a developmental role. The student will work towards progression into the post of Nursing Associate through successful completion of the Nursing Associate training programme which includes the attainment of a level 5 Foundation Degree equivalent qualification. They will develop and maintain knowledge, skills and competencies related to the role of Nursing Associate within the service and through completion of the Nursing Associate training programme which includes working in care settings and delivery of person centred care.

The Nursing Associate training programme combines and integrates both academic and work-based learning through close collaboration between employers and education providers. A Student Nursing Associate will be based, as an employee, in a particular organisation, in a specific setting, but will experience working in alternative settings in order that they gain a wide appreciation of many health and care contexts and are able to fulfil all the requirements of the programme.

At the end of the programme, the Student Nursing Associate will be equipped with the knowledge, understanding, skills, attitudes, and behaviours relevant to employment as a Nursing Associate and will work to a nationally recognised NMC code (2018)

- The training program emphasises the role that Student Nursing Associates can play in life-course (pre-conception to end of life) approaches towards health and well-being and the ways in which they actively contribute to the delivery of holistic care. Holistic care, across life-course, is a whole-person approach which considers, and equally values¹, physical, psychological and public health needs, learning disabilities, social, economic, spiritual and other factors in the assessing, planning and delivery of care.
- The overall outcome from the training programme is a Nursing Associate that is fit to practice in the widest range of settings as well as being equipped with the specific knowledge, skills and capabilities required for the context in which they have trained and are employed.

Key Areas/Tasks

- Deliver high quality, compassionate care under the direction of a Registered Nurse (or other registered care professional dependent on setting) with a focus on promoting health and independence.
- Have proficient attitudes and behaviours compatible with NHS Values
- Work as part of a designated clinical and care team delivering care that focuses on the direct needs of the individual.
- Carry out specific delegated clinical and care tasks and responsibilities to a high standard and competency, under the direction and supervision of a registered nurse or other registered care professional's dependent on setting
- Work with a mentor/supervisor to take responsibility for developing own clinical competence, leadership and reflective practice skills within the workplace, while on placements and through attending the Nursing Associate Training Programme
- Provide feedback to assist in the evaluation of the Nursing Associate programme
- Develop by the end of the Nursing Associate Training Programme the ability to work without direct supervision, at times delivering care independently in line with the individual's defined plan of care, within the parameters of practice of the Nursing Associate role, accessing clinical and care advice when needed.

Clinical Responsibilities – Individual's Care

The following list is indicative as tasks and responsibilities will vary depending on the care setting the Student Nursing Associate is working in.

The student will:

- Develop understanding of all elements of the nursing process and be able to assist the registered nurse in the on-going assessment, planning, management and evaluation of care
- Support individuals with all aspects of care including daily living, providing person-centred care and promoting health and independence through awareness raising and care navigation to other professionals as appropriate.
- Perform and record clinical observations including blood pressure, temperature, respirations, pulse
- Undertake clinical tasks including cannulation, venepuncture, ECGs
- Accurately record nutritional and fluid intake
- Ensure the privacy, dignity and safety of individuals is maintained at all times
- Demonstrate the ability to recognise changing priorities seeking advice and guidance from the Registered Nurse or other registered care professionals as appropriate
- Report back and share information with the registered nurses on the condition, behaviour, activity and responses of individuals
- Recognise issues relating to safeguarding vulnerable children and adults and report any problems or raise concerns to the appropriate registered care professionals
- Assist in the assessment of and contribute to the management of risk across several areas within the environment where care is being administered
- Assist in the implementation of appropriate action to meet the specific physical, emotional and psychological, social, cultural and spiritual needs of individuals and carers
- Assist in the delivery of complex care² as prescribed by the registered nurse
- Develop understanding of caring for individuals with particular conditions for example dementia, mental illness, learning disabilities
- Develop skills in relation to coaching/teaching individuals/carers/other staff
- Assist with the implementation and monitoring of clinical standards and outcomes
- Develop a working knowledge of other providers' resources and referral systems to ensure individual's needs are met, within parameters of practice
- Engage in reflective practice including management of self and reflection on own reactions, asking questions and reflecting on answers given
- Demonstrate good understanding of principles of consent and ensure valid consent is obtained prior to undertaking nursing and care procedures •

- Demonstrate good understanding of the Mental Capacity Act / Deprivation of Liberties and applies principles to everyday practice seeking advice / guidance from the Registered Nurse or registered care professional as required

Personal/Professional Development

- See person specification for qualifications/equivalent experience
- Develop knowledge of the scope of practice of the Nursing Associate role within different care settings
- Develop and improve practical and theoretical knowledge, competence and skills throughout the Nursing Associate Training Programme and maintain all evidence required
- Contribute towards developing a culture of learning and innovation, developing high quality learning environments

Policy and Service Development

The student will:

- Promote health and safety maintaining best practice in health, safety and security
- Share ideas with colleagues to improve care and suggest areas for innovation
- Participate in audit activities being undertaken in area of practice
- Contribute to the improvement of service by reflecting on own practice and supporting that of others
- Adhere to legislation, policies, procedures and guidelines both local and national Regularly attend workplace and staff engagement meetings and contribute positively to discussions about the improvement of care

Planning and Organisation

The student will:

- Plan and manage competing demands of job role, study and placement activities
- Work in an effective and organised manner demonstrating excellent time management and organisational skills to effectively deliver person-centred care for an allocated group of individuals
- Deliver effective care following treatment plans determined by the Registered Nurse or registered care professional and provide feedback on progress against the plans

Communication and Relationships

The student will:

- Communicate effectively across a wide range of channels and with a wide range of individuals, the public, health and social care professionals, maintaining the focus of communication on delivering and improving health and care services
- Demonstrate those inter-personal skills that promote clarity, compassion, empathy, respect and trust
- Contribute to team success and challenge others constructively
- Communicate with individuals, carers and other visitors in a courteous and helpful manner, whilst being mindful that there may be barriers to understanding
- Report to appropriate registered care professional information received from the individuals, carers and members of the team
- Ensure all patient related information is treated sensitively and always adhere to the principals of confidentiality
- Report any accidents or incidents and raise any concerns as per organisational policy
- Ensure clear, concise, accurate and legible records and all communication is maintained in relation to care delivered adhering to local and national guidance
- Ensure ability to manage electronic records system taking cognisance of need to protect access (ID, passwords, swipe cards)

Analytical and Judgmental Skills

The student will:

- Exercise personal responsibility and work independently within defined parameters of practice, taking the initiative in a variety of situations and performing a range of clinical and care skills consistent with the role, responsibilities and professional values of a Student Nursing Associate
- Exercise judgment in assessing patient condition, comfort and wellbeing using analysis of a range of possible factors
- Ensure that only those activities for which competence has been achieved are undertaken without supervision and that recognition is given to the impact and consequences of practising outside capability

Physical Skills Requirement

The student will:

- Use frequent moderate effort when undertaking carrying out the manual handling of individuals and equipment in line with organisational guidelines
- Use skills of manual dexterity and manipulation of clinical instruments and equipment
- Use a combination of standing, walking bending and stretching throughout the shift

Financial and Physical Resources

The student will:

- Exercise personal duty of care in the safe use and storage of equipment
- Be environmentally aware and prudent in use of resources and energy

Human Resources

The student will:

- Act in ways which support equality and value diversity
- Demonstrate own duties to new or less experienced staff
- Support development of less experienced staff and students

Information Resources

The student will:

- Develop skills to maintain professional standards of record keeping
- Follow all information governance guidance and policies
- Maintain confidentiality as outlined within data protection policies

Freedom to Act

The student will:

- Work to standard operating procedures with registered care professionals available for reference
- Work within the organisational policy, procedures and guidelines
- Work within the Student Nursing Associate parameters of practice
- Be responsible and accountable for own practice, working within limits of competence and within professional boundaries
- Raises any concerns to a registered care professional or appropriate person

Mental and Emotional Effort

The student will:

- Frequently use concentration and experience work patterns which are unpredictable with regular interruptions, some requiring immediate response
- Maintain a professional approach while working in challenging, distressing situations or dealing with challenging behaviour
- Support individuals, their families and carers when faced with unwelcome news and life changing diagnoses
- Have exposure to VDU screen

Working Conditions

- Dependent on care setting, have frequent exposure to highly unpleasant working conditions e.g. dealing with uncontained body fluids and difficult aggressive behaviour.

Teaching and Training

The student will:

- Be proactive in seeking opportunities to develop own knowledge and skills, achieving clinical competencies and Foundation Degree / Level 5 qualification within agreed timeframes. Seeks support / guidance in timely manner if any difficulties are encountered
- Work in partnership with manager to develop and deliver on objectives at annual appraisal and personal development planning meeting
- Take responsibility for organising and attending statutory / mandatory updates in accordance with organisational requirements
- Act as an excellent role model by upholding and implementing good practice in the workplace. Recognising and either directly challenging or seeks support to challenge any poor practice observed

Person Specification

	Essential	Desirable
Qualifications	<p>Maths and English GCSE Grade 4/C or above or Level 2 functional skills in Numeracy and Literacy</p> <p>Original certificates must be provided prior to interview if successfully shortlisted.</p> <p>Demonstrates commitment to completing the full two-year programme.</p> <p>Demonstrate ability to Study at Level 5 Foundation Degree with Keele University</p>	<p>Completion of Care Certificate or equivalent</p> <p>Evidence of recent training / Study skills.</p>

	<p>Ability to travel to placements and place of study as required.</p> <p>Ability to work within a 24/7 cycle of care, including unsocial hours, weekends, and night duties.</p> <p>Cannot already be on an Apprenticeship or any Government funded training,</p> <p>Cannot have a qualification at the same or higher level in the same vocational area. There needs to be significant new learning.</p> <p>Needs to be eligible for funding by living in the UK for 3 years or more or fits criteria in funding rules</p> <p><i>Has been a UK resident for 3 or more years.</i> Or <i>Meets the eligible and valid residency status and permission to work in the UK criteria in Annex A of the linked funding document:</i></p> <p>Apprenticeship funding rules 2025 to 2026</p>	
Experience	Evidence of relevant nursing healthcare experience or a completed healthcare qualification with clinical placement	Experience of healthcare nursing within an acute healthcare setting.

	<p>hours (e.g. T Level in Health).</p> <p>Evidence of working effectively as part of a team and providing patient centred care</p> <p>Understanding and Knowledge of the role of the Nursing Associate</p> <p>Evidence of current continuous professional development</p>	<p>Evidence of working toward deadlines</p> <p>Knowledge of digital working</p>
<p>Knowledge and skills</p>	<p>Evidence of effective communication skills</p>	

General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health & Safety

As an employee of the Trust you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work;
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to;
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety.

Infection Prevention and Control

The prevention and management of acquired infection is a key priority for the Trust. Any breach of infection control policies is a serious matter which may result in disciplinary action. As an employee of the Trust you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself;
- be aware of infection prevention and control policies, practices and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and staff;
- maintain an up to date knowledge of infection prevention and control, policies, practices and procedures through attendance at annual mandatory updates and ongoing continuing professional development;
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy).

Information Governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently and effectively. You are required to comply with the Trust's Information Governance policies and standards. Failure to do so may result in action being taken in accordance with the Trust's Disciplinary Procedure.

- **Confidentiality and Security** - Your attention is drawn to the confidential and sensitive nature of information collected within the NHS. Whilst you are

employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

- **Disclosure of Information** - The unauthorised use or disclosure of information relating to the Trust's activities or affairs, the treatment of patients or the personal details of an employee, will normally be considered a serious disciplinary offence which could result in dismissal. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment. Unauthorised disclosure of any of this information may be deemed as a criminal offence. If you are found to have permitted the unauthorised disclosure of any such information, you and the Trust may face legal action.
- **Information Quality and Records Management** - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional Standards and Performance Review

As an employee of the Trust you have a responsibility to:

- participate in statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct;
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates;
- participate in the Trust's appraisal processes including identifying performance standards for the post, personal objective setting and the creation of a personal development plan in line with the KSF outline for the post.

Safeguarding Children and Vulnerable Adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of

Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

NHS Sexual Safety Charter

The Trust is committed to ensuring that all employees work in an environment that is safe, inclusive, and free from sexual misconduct, harassment, and discrimination. As a signatory to the NHS Sexual Safety Charter, the Trust upholds a zero-tolerance approach to sexual harassment and supports anyone affected by inappropriate behaviour. In accordance with the Workers Protection (Amendment of Equality Act 2010) Act 2023, the Trust has a statutory duty to take reasonable steps to prevent sexual harassment of its employees. All staff, are required to treat others with dignity and respect at all times and to cooperate with Trust policies, procedures and training designed to maintain a culture of safety, professionalism, and mutual respect.

Social Responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous Improvement

The Shrewsbury and Telford Hospital NHS Trust aims to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

To support this, we have developed the SaTH Improvement Method, a structured approach to change that provides practical tools and techniques to help you understand what success looks like with clear aims, enables you to measure progress and plan meaningful improvements.

You won't be doing this alone. Whether you're new to improvement or already leading change, the Improvement Hub is here to guide you with expert advice, hands-on support, and a wide range of training opportunities to help you grow and thrive throughout your time at SaTH whilst making improvements in your area of

work. Join us in shaping a culture of continuous improvement, where every colleague is supported to make a difference.

Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is an Equal Opportunities Employer, fully committed to fostering an inclusive workplace where all staff feel valued and able to thrive. We believe that a diverse workforce, reflective of our community, is essential for delivering the best patient care.

We will not discriminate against any job applicant or colleague based on any protected characteristic, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic or national origin), religion or belief, sex, or sexual orientation. Selection for appointment, training, development, and promotion will be based purely on merit and the individual's ability to meet the role requirements.

As a post-holder, you have a personal responsibility to uphold the Trust's commitment to equality by treating all colleagues and patients with respect and dignity. You must actively support measures introduced to ensure equality of opportunity and will not discriminate, harass, or bully others, or condone such behaviour.

