

Level 3 Learning and Development Practitioner.

Learning and Development (L&D) practitioners play a vital role in driving individual and organisational growth. They identify skills gaps, design or source effective learning solutions, and deliver training that empowers people and enhances performance.

Bringing subject-matter expertise across technical, behavioural, and vocational domains, L&D professionals ensure that learning initiatives align with business goals and future priorities.

Working across sectors, they collaborate with HR teams, managers, and key stakeholders to foster a culture of continuous development and improved capability.

As part of this programme, you'll also have the opportunity to achieve the CIPD Level 3 Foundation Certificate in People Practice, further strengthening your professional credentials.

Who's it for?

This apprenticeship is ideal for individuals looking to build a strong foundation for a career in Learning and Development (L&D). It gives you and your organisation the fundamental tools required to:

- Identify learning needs
- Design and develop effective learning interventions
- Deliver impactful learning experiences
- Measure success and evaluate return on investment

Typical job roles for this apprenticeship include: L&D Assistant, L&D Coordinator and HR Assistant (with L&D focus).

Built for performance

- ✓ Programmes designed and delivered by industry experts
- ✓ Dedicated Performance Coach, qualified in their specialist subject area
- ✓ Backup from a multidisciplinary performance team
- ✓ Market-leading online live learning experience
- ✓ 24/7 access to programme materials, enrichment resources, study support and specialist insight via our virtual learning platform
- ✓ Mentoring, networking and peer support through BPP Community, including our Student Ambassador Network
- ✓ Learning pathways built using a 'stretch and challenge' model by design, meaning each learner is pushed to their maximum abilities
- ✓ Progression pathways that can take you from entry level to specialist expert
- ✓ Dedicated Functional Skills support if required



Programme overview.

Apprenticeship standard: Learning and Development Practitioner

Cost: £6,000

Duration: 18 months

Entry requirements

As a minimum learners will need to have:

- Five GCSEs at grades 9 to 4 (A* to C), including English and maths

Prepare for the challenges of tomorrow

Get ahead of evolving workforce skills needs

Every BPP apprentice has access to our exclusive Emerging Skills programme.

Comprised of four bespoke courses, the programme combines expertise from BPP, Microsoft and xUnlocked to give learners essential knowledge and skills in the rapidly emerging areas of AI, cyber security and sustainability.

- ✓ Available to all learners at no extra cost
- ✓ Accessible anytime, anywhere via our virtual learning platform
- ✓ Self-paced learning to fit into any busy schedule



Programme contents

Generative AI Fundamentals (Four modules)

Developed by BPP's expert data scientists, this course offers an introduction to working with Generative AI effectively, safely and ethically.

Introduction to Sustainability (Six modules)

Developed in partnership with sustainability experts, xUnlocked, this course builds fundamental knowledge on sustainability and sustainable working practices.

Microsoft AI and Security Essentials (Seven modules)

This course begins with a core AI Essentials pathway, followed by a choice between AI Fundamentals or Security. Microsoft digital badges are awarded throughout, with the option to earn a recognised Microsoft Certification upon completion.

Cyber Security (Three modules)

Designed by BPP's cyber experts, this course provides a clear and practical introduction to the importance of cyber security, the most common attack techniques everyone should be aware of, and the fast-changing digital threat landscape.



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Study mode

Online weekly: flexible learning that fits busy schedules, with two to three hours of online live lectures and seminars.

18-month programme (inc. EPA)



 CIPD modules  Knowledge, Skills and Behaviours attached to each module  End Point Assessment

Apprenticeship standard

 Learning and Development Practitioner

Delivered by

 BPP

Qualification achieved

 CIPD Foundation Certificate in People Practice

Time commitment*

-  13 months on programme
-  26 days (two to three hours per day) in online live training sessions
-  265 hours total guided self-study, via our virtual learning platform
-  1 hour performance coaching session, every six to eight weeks
-  1 hour EPA preparation session
-  5 months in End Point Assessment



Programme modules.

Business, Culture and Change in Context

This module considers the impact of external influences and how the digital and commercial environment shapes businesses and the culture within which they operate. It considers the importance of people's behaviours on organisational culture and its ability to manage change effectively.

Principles of Analytics

This module looks at how people professionals make both straightforward and complex choices as they carry out their roles. It focuses on how utilising a diverse range of analytics and evidence is essential to the rationalisation and enhancement of working practices and situational decision-making to create value.

Core Behaviours for People Professionals

This module looks at how ethical principles and professional values inform approaches to your work. It focuses on different ways of demonstrating positive working relationships with colleagues and the meaning of ethics within the context of work. It considers how to contribute your views and opinions in a respectful and inclusive manner and how to develop, record and reflect on your own practice.

L&D Work Based Project

The workplace project gives learners the opportunity to apply the full learning and development cycle within a real organisational setting. It is designed to build practical competence across five key phases: identifying learning needs, designing learning solutions, delivering learning, evaluating impact, and collaborating with stakeholders. The project enables learners to demonstrate ownership of a learning intervention— from initial diagnosis through to delivery and evaluation—while working collaboratively and professionally in an organisational context.

Essentials of People Practice

This module introduces the fundamentals of people practice, ranging from the employee life cycle to policies, regulation and law. It further explores a diverse array of specialist subjects such as recruitment, talent management, reward and learning and development, essential to a career in people practice. It enables practitioners to apply their knowledge and skills, building their confidence and ability to practise progressively.

