



## TUTOR/LEARNER AGREEMENT

Thank you for making the decision to train with us.

Our main aim is to help you to get the best out of the training and enable you to achieve a successful assessment outcome.

It is exciting to have the opportunity to work with like-minded professionals and you, like them, will want to get as much benefit from every session over the coming day.

To make sure that you and your fellow learners and the tutor get the most from the training, please read and digest the tutor and learner 'working guidelines' below and when you recognise and understand each one, please sign and date the Teaching and Learning Agreement as indicated.

### As your Tutor, I will:

- Ensure that I work within our agreed timetable and start and finish the day on time.
- Inform you of the purpose and process of each session.
- Use training resources that allow you to maximise your learning.
- Give you some opportunities to make comments and ask questions in relation to the learning.
- Invite you to comment and contribute to the training.
- Inform you of any health and safety and operational rules in relation to the venue.
- Provide individual and confidential advice and support.
- Adhere to our Equal Opportunities Policy.

### As a learner, I will:

- Attend all sessions.
- Attend sessions on time.
- Bring all necessary paperwork, activities and homework tasks as requested.
- Actively participate in the training sessions with my colleagues and tutor.
- Take responsibility for my own learning by communicating my progress with the tutor.
- Ask for help and guidance if required.
- Behave responsibly towards others and the venue in respect of health and safety and operational rules.
- Adhere to the Equal Opportunities Policy.
- (For REPs only) Adhere to Exercise and Fitness Code of Ethics.

**Learner signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Tutor signature** \_\_\_\_\_ **Date** \_\_\_\_\_