







## LEARNER AGREEMENT

### 1. The Learner's Responsibilities

- 1.1 To work to the best of her or his ability and in accordance with the Programme policies and procedures.
- 1.2 To observe MIT's terms and conditions of the programme.
- 1.3 In training, to be diligent and punctual and to attend courses and account for any absences, keep records, take part in and contribute to the review process, undertake assessments in order to achieve programme objectives and keep MIT informed of progress towards those objectives.
- 1.4 Ensure that all necessary PPE is in place and brought to centre when required.
- 1.5 To supply MIT with confirmation and details of gaining employment (wage slips/ offer letters/contracts of employment.)
- 1.6 To Supply MIT with evidence of employment after 3 months including salary range , weekly hours and occupation.
- 1.7 At all times to behave in a safe and responsible manner and in accordance with the requirements of Health and Safety legislation relating to the individual's responsibilities and to promote and act in the best interests of all concerned.
- 1.8 To respect all parties involved in the training and respect tolerance which underpins British values and is underpinned by the Equality Act and the rule of law.
- 1.9 For any periods of non-attendance, the Learner must supply evidence to support that non-attendance or MIT reserve the right to remove Learner from programme.
- 1.10 The Learner agrees that he/she will not work on any machines, processes or specified work areas until fully trained on each machine, process or work area, unless under supervision.
- 1.11 Compensation for any accident or injury caused as a result of the Learner using prohibited machinery or processes or from working in a prohibited area could be affected by failure to follow this instruction.

### 2. The Training Provider's responsibilities:

- 2.1 To check that the contents of the Programme fulfill the Funding Body (Agreed criteria.
- 2.2 To ensure that the training meets the requirements set out in the Contract between the Training Provider and the Funding Body and employer in particular in relation to Quality Assurance process including Health and Safety obligations.

## DECLARATION

We agree the information given is correct to the best of our knowledge and we will inform you of any changes. We agree that the information we have given on this form will be held on the MIT database, for administration purposes. We agree that this information may be shared with any other organisation in association with MIT for education, training, employment and well-being related purposes.

- We have read, understood and agree with the contents of the Learning Agreement.
- Image Reproduction & Information Permission and Day Visit Consent has been agreed.
- MIT Skills will not be liable for any injury, loss or damage whatsoever to whomsoever caused by any act, default or omission of a Learner on MIT Skills, Funding Body funded programmes except to the extent that any such injury, loss or damage is caused or contributed to by the negligence of MITSkills' staff.
- I was given details that my course was funded by the ESFA and the Department of Education and received an initial assessment and induction including advice and guidance.

Learner Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_\_\_

Provider Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_\_\_

