

## **Court Craft Education Learner Code of Conduct**

Next Review Date: 01.11.26

The Learner Code of Conduct is to help learners succeed and to make the training environment a safe place to learn, where everyone and their views are respected.

You will acknowledge and sign up to the agreed code of conduct by reading and ticking the relevant box at the time of booking.

Court Craft Education and their tutor workforce reserve the right to remove a learner from the course should any of the below not be adhered to.

As a learner you should:

1. Arrive at least 15 minutes prior to the scheduled start time (unless previously arranged with course tutor, or in the event of unforeseen circumstances).
2. Where relevant, meet all course deadlines and complete it to the very highest standard possible.
3. Always bring appropriate equipment to practically complete the course.
4. Where relevant, do not plagiarise (copy) other people's work. If this were to occur, this will be escalated to the LTA Coach Development Team, which could jeopardise fulfilment of the course and future learning.
5. Show respect for all learners, tutors, venues and venue staff, and Court Craft staff to help create a safe and inclusive environment, where everyone can learn.
6. Wear appropriate clothing.
7. Follow health and safety procedures.
8. Show respect for Court Craft Education property and the possessions of others.
9. Not be under the influence of alcohol / drugs
10. Not be in possession of any article, or item that could harm you, or others
11. Make your tutor aware of any changes to your contact details, if they change, or are different from registration
12. Raise any concerns about the course, venue or tutor ASAP