

Triton Training LTD & Triton in the Community CIC	Learner Agreement	PAGE ISSUE DATE REVIEW	Page 1 of 4 ONE 05/01/2026 05/01/2027
TITLE: ATC Learner Agreement		APPROVED BY: Directors	

1. Learner Agreement

This learner agreement helps us create a positive, supportive and inclusive learning environment for everyone attending our courses. Please read the statements below carefully and confirm that you agree to follow them when attending a course with Triton Training. Additional supporting policies can be found on our website.

2. Course Attendance and Participation

- All courses require 100% attendance. If any part of the course is missed, it must be completed before you can complete your course. This may mean attending another course and may incur an additional fee.
- Learners must arrive on time at the start of each day and return promptly after breaks. This is out of respect for your tutor and other learners. If you are delayed due to circumstances outside of your control, you must contact your tutor as soon as possible using the contact details provided in your pre-course email.
- Courses may include both theory and practical water-based elements, and learners are expected to participate fully in all parts of the course, including entering the water where required.
- Learners must wear appropriate clothing for both classroom learning and pool sessions. A full kit list will be included in the pre-course email.

3. Conduct and Behaviour

- We promote equality, diversity and inclusion across all our courses. Discrimination of any kind will not be tolerated.
- All learners must treat their tutor, teachers and other learners with respect and behave appropriately at all times. Violence, bullying, abusive language or disruptive behaviour will not be accepted.
- Learners must declare any medical conditions or additional learning needs on their enrolment form so that we can prepare appropriate and reasonable support or adjustments where possible. If this information is not provided at the time of enrolment, we cannot guarantee that adjustments can be made retrospectively.

4. Online Learning and Blended Learning

- If your course includes online blended learning elements, these must be completed independently before the start of the course. It is the learner's responsibility to ensure all required pre-course learning has been completed before attending practical or classroom sessions.
- If your course includes a live online classroom, please check course information carefully and ensure you log into Zoom on the correct date and time. Cameras must remain on

during live sessions to confirm attendance, and learners should join from an environment that allows them to participate effectively.

5. Coursework and Assessments

- On some courses, incomplete or non-submission of coursework by the end of the course is not accepted by the awarding body (NGB). In these cases a fail mark will be given and the learner will need to enrol on another course in order to complete the qualification.
- Where late submissions are permitted by the awarding body (NGB), a new deadline may be issued. Any outstanding work must be completed in the learner's own time and at the learner's own expense.
- If a reassessment of any kind is required, this will be at the learner's expense and will be determined on a case-by-case basis. Special considerations and reassessment policies apply.

6. Updates of Procedure

Issue	Written, Checked and Approved	Issue Date	Action by
1	Written, checked and approved	05/01/2026	Krystal Buckley

7. Internal Documents & Forms

1. Tri

8. Sources of Information

1. RLSS Guidance Documents.
2. Swim England Qualifications Guidance Documents.
3. STA Guidance Documents.