

Learner Code of Conduct

**At Practical Training Solutions we all enjoy a respectful,
safe and enabling learning environment**

YOU HAVE THE RIGHT TO:

- Experience safe learning conditions free from harassment (including bullying) or discrimination
- Be treated in a respectful and equitable manner
- Express views and opinions, inquire and speak freely
- Receive timely and constructive feedback on assessment tasks
- Have access to your Trainer to discuss assessment results
- Be shown concern for your welfare and progress
- Appropriate management of your personal information

YOU ARE RESPONSIBLE FOR:

- Being self-motivated, actively contributing to and taking joint responsibility for your learning
- Attending the entire classroom session and returning from breaks on time
- Submitting original work for assessment without plagiarising or cheating
- Taking initiative and seek help when problems arise, or if you are unsure about what to do
- Demonstrating tolerance and respect for others
- Respecting the right of others, including staff, to express views and opinions
- Respecting the rights and property of others
- Respecting the work environment of Practical Training Solutions and hired venues, including:
 - parking in dedicated car parks only
 - helping keep restrooms and refreshment areas clean
 - not smoking on site
 - turning your mobile phone off or into silent mode
- Behaving in a manner that does not bring Practical Training Solutions into disrepute
- Being familiar and compliant with the Practical Training Solutions Learner Information
- Attending to your own health and safety and that of others

Any questions or comments? Please let us know!



Talk to us



Call us (07 8561194)



Email us (info@practicaltrainingsolutions.co.nz)



**Practical
Training
Solutions**