



Work Provider Agreement

An agreement for service made on _____ (Date)

Between _____ (The Work Experience Provider)

And Whitby and District Fishing Industry Training School (Training Provider)

It is agreed that

Whitby & District Fishing Industry Training School, (W&DFITS) will place a Learner/Learners with the Work Experience Provider for training and work experience.

It is the responsibility of W&DFITS to provide the Learner with a Hardship Allowance (currently set at £40 per week for those aged 19 years and up to £30 per week for cadets aged 16-18) and their travel costs. Learners are also entitled to paid holiday which is agreed with W&DFITS and accrues at the rate of 2 days per completed calendar month of training. The Work Experience Provider will not pay the Learner but will adhere to the agreed Incentive Scheme currently running within the School. W&DFITS will inform the Work Experience Provider of any dates the learner is unavailable.

Where a Learner fails to attend their work placement, without explanation or justification, the Work Experience Provider shall contact W&DFITS.

W&DFITS are responsible for regularly reviewing the learners' progress towards their qualification and ensuring their health, safety and welfare. The Work Experience Provider agrees to assist with this process through discussion with W&DFITS and agreement of planned learning opportunities. The Work Experience Provider also undertakes to complete witness statements for the learner on the achievement of set tasks.

The Work Experience Provider undertakes to accept and apply the W&DFITS' Equal Opportunity Policy (copy supplied) in accordance with statutory requirements.

The Work Experience Provider will ensure that all Health & Safety rules and regulations are maintained at all times and that the learner is covered by current and adequate insurance. Any accident occurring to a Learner in the workplace must be notified to W&DFITS. W&DFITS will provide a risk assessment and vessel induction for each learner placed with the Work Experience Provider.

The Work Experience Provider undertakes to allow access to the workplace, at agreed times, by any LSC representative.

The Work Experience Providers' vessel must be a registered fishing vessel and have a current Maritime and Coastguard Agency safety certificate which must be maintained at all times.

CERTIFICATE NO: DATE OF EXPIRY:

Safety on board must conform to the requirements of *The Merchant Shipping and Fishing Vessels (Health and Safety at Work Regulations)*.

The Work Experience Provider agrees to abide by the Discipline and Grievance Procedures as laid down by W&DFITS and shall advise W&DFITS of all and any actions taken under these Procedures.

The Work Experience Provider further agrees that no Learner shall have their training terminated or be dismissed without the first advising W&DFITS of their intended action.

Attendance at W&DFITS is necessary on a regular planned basis to ensure the underpinning knowledge and Key Skills training is ongoing so that each learner can achieve their qualification. W&DFITS will inform the Work Experience Provider of the pattern of attendance required by the Learner and the Work Experience Provider must release to attend. In exceptional circumstances, Learners may be allowed to stay with the Work Experience Provider but only after agreement has been obtained from W&DFITS. Failure to reach agreement may result in the Work Experience Provider being in breach of the Contract.

Hours of work whether on placement or at W&DFITS shall be a minimum of 30 per week excluding breaks. Although workers and young people are exempt from the working time limits imposed by the Working Time regulations the Work Experience Provider and W&DFITS shall agree a reasonable number of work hours and appropriate periods away from the boat.

Signed _____ date _____
(for the Work Experience Provider)

Signed _____ date _____
(for W&DFITS)