**STAFF TRAINING POLICY**

**Purpose**

CrossFit Shropshire recognises the contribution that employees make to the success of the company. We also recognise that to maintain a committed and competent workforce, we need to ensure that we provide adequate training and development for all of our employees and associate trainers.

**Objective**

The purpose of the staff training policy is to ensure that:

* Employees are properly trained in the skills they need to carry out their present jobs at a standard acceptable to all;
* Employees are provided with the skills they need to deliver training that recognises changes in the way jobs are carried out and developments within industry;
* Employees are encouraged to develop their skills and talents to enable them to progress within the company and reach their full potential.
* Opportunities for training will be based on an assessment of employees development needs, irrespective of their sex, age, marital status, disability, race, colour, ethnic or national origin or sexual orientation.

**Implementing the policy**

Individual employees are challenged to recognise the demand for continuous professional development to facilitate their ability to deliver high quality training activities that meet or exceed the demands of all programmes of learning.

Managers have responsibility to ensure that each educator is afforded the opportunity to maintain and further develop the skills knowledge and behaviours essential in the provision of high quality sector specific training.

**Identification of need**

Performance management processes at CrossFit Shropshire help to provide a process to identify specific individual training needs.

**Monitoring performance**

Individuals are monitored via the performance management policy in place at CrossFit Shropshire. Assessment of needs will be informed by achievement against internal and external standards of performance.

**Date**: May 2024

**Next Review**: May 2026