

**Terms of Reference for the Training Group**

1. The Training Group is an informal meeting which aims to facilitate the training and formation of the College’s students, especially of those training for church ministry.
2. The normal participants in these meetings are:
	* The Vice Principal (Director of Training) (convenor)
	* The Director of Practical Training
	* The Vice Principal (Director of Studies)The Senior Registrar The Principal and any pastoral tutors are involved as necessary.
3. The focus of the Group is on individual students who need special attention, not on structures.
4. The group discusses issues including, but not limited to, students’ placements, progress (or lack thereof), programmes, changes of pathway, conversion interviews, withdrawals, deferrals, and any issues within pastoral groups.

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| **Document control box** |
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| Next review date |  |  |  |
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| Approving body | Leadership Team |
| Quality Code consulted | TBC |
| Member of staff responsible | Director of Training |