

Trainee Agreement

This document includes requirements for trainees participating in an ITS-SIDS or EPR in Child Care training. These requirements were developed using feedback from the field of trainers and training partners and meant to make sure that all trainees have the most beneficial learning experience.

All trainees agree to the following:

- I will be an active participant and demonstrate respect and professionalism throughout the training, including but not limited to asking questions and being responsive to questions and/or polls.
- I will not record the training session or share personal information to be respectful of other attendees.
- I will arrive on time, attend the entire training, and be prompt when returning from scheduled breaks.
- I will communicate with the trainer about my individual needs prior to the scheduled training.
- I will put cell phone away or have it on mute throughout the training.
- I will not participate in a training while in ratio/supervising children.
- I will not engage in other work or personal responsibilities or activities during the training. This includes but is not limited to, providing care (for child/ren or adult/s), driving, preparing meals, or attending a class or other training.
- I will complete any post-test and/or training evaluation at the completion of the training.
- I will only take ITS-SIDS Training virtually if I have taken it before and I am renewing the training.
 - If I am taking it for the first time, I will take it in-person.
 - When I register for a virtual training, I will share a copy or picture of my training certificate (which can be expired) to the trainer.

If attending virtually:

- I will have access to a stable internet connection for the duration of the training.
- I will attend through use of a desktop computer, laptop, or tablet with sound and an operating camera. I will have the camera on and be visibly present for the duration of the training including in breakout rooms.
- I will not attend the training using a cell phone.
- I will not share an electronic device with more than one person. If I do share with one person, both will be visible on camera.
- I will familiarize myself with the virtual platform being used for the training prior to the scheduled training.
- I will provide up to date contact information for the trainer to have for their files.

I understand that:

Failure to meet any of the expectations outlined in this document will result in the need to attend a future training. A certificate will be provided upon completion of the full training.

Name: _____

Date: _____

Signature: _____