



Windmill Training Ltd. Provider Contingency Plan

POLICY STATEMENT

The purpose of this plan is to make learners and other relevant stakeholders aware of the measures that Windmill Training has taken to mitigate risks and what it would do to support learners to continue with their studies in the event of a Windmill Training ceasing to deliver the provision.

Overview

In the event of provision unable to be continued, a phased manner enabling the teach-out of existing learners by Windmill Training. However, Windmill Training recognises other circumstances bringing about a sudden end of provision, and that in such cases a collaborative gradual phase-out may not be possible.

Contingency plan

1. Windmill Training will communicate to all learners, staff, and stakeholders regarding the cessation of provision in a timely manner.
2. A list of 3 organisations who are registered with the awarding organisation who deliver the same qualification will be contacted to discuss transfer of learners.
3. The awarding organisation will be notified of any transfer arrangements between Windmill Training and the new provider.
4. On agreement of transfer, details of learners' work will be sent to the new provider.
5. Learner's will be notified of who the new provider is with the providers and new tutor contact details.