

Training Fees for Luke Clements ~ 2024

Training fees

Most training is face-to-face, but a limited number of on-line webinar training sessions (for voluntary sector groups in particular) are delivered.

The standard daily training fee is £1,300.00 (£750.00 for voluntary sector training) plus travel, and where necessary overnight accommodation: fees vary depending upon such factors as the contractual requirements of the commissioning organisation and the numbers attending. The local organiser is responsible for all participant arrangements.

On-line webinar training sessions

Webinar sessions are run either: (1) on a half day basis (generally two one-hour sessions with a 30-minute break) and charged at half the daily rate (see above); or (2) on a full day basis (generally four one hour sessions with suitable breaks) at the daily rate (see above). The sessions use Microsoft Teams or Zoom software (unless otherwise agreed), with the local organiser responsible 'hosting' and for all participant arrangements – ie issuing / coordinating registrations, addressing specific participant requirements, appraisals, certificates etc.

Course materials

An electronic top copy of the training materials is supplied (a handout containing the programme and the PowerPoint slides). The local organiser is responsible for copying and distributing the materials and any register/appraisal sheets etc.

Class size

The (non-voluntary sector) fee is based on a maximum class size of 60 (generally training sessions work better with smaller class sizes). The class size limitation does not apply to voluntary sector organisations.

Additional work / materials

During the training verbal questions and discussion are encouraged. The training fee does not however cover the consideration of (and response to) written questions or requests for advice.

Presentation aids

For training delivered in person we ask that the local organiser provide data projection facilities (for the PowerPoint presentation).

Travel

Generally second-class rail travel plus taxi/tube etc. If rail travel impracticable, then a mileage rate of .50p per mile is charged.

Accommodation (where necessary)

For overnight accommodation the cost is usually in the region of £125.00 - £150.00 per night – but depends much on local availability and in London is generally more.

Gross costs invoice

If it is more convenient for your organisation, we can provide a gross cost invoice based on an estimate of travel and accommodation charges.