

Training Fees for Luke Clements ~ April 2025 – April 2026

Face-to-face training fees

I am predominantly a face-to-face trainer, but each year provide a limited number of on-line webinar sessions (for voluntary sector groups in particular).

The standard face-to-face daily training fee is £1,400.00 (£750.00 for voluntary sector training) plus travel, and where necessary overnight accommodation: fees vary depending upon such factors as the commissioner's contractual requirements and the numbers attending. The local organiser is responsible for all participant arrangements – ie issuing / coordinating registrations, addressing specific participant requirements, appraisals, certificates etc.

On-line webinar training fees

The standard on-line daily training fee is £1,500.00 (£750.00 for voluntary sector training). Half day sessions for voluntary sector participants can be arranged on an *ad hoc* basis and charged at half the daily rate. The sessions use Microsoft Teams or Zoom software, with the local organiser responsible 'hosting' and for all participant arrangements (as above).

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 distributing the materials and any register/appraisal sheets etc.

Class size

The above fees are based on a maximum class size of 60. 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 .55p per mile is charged.

Accommodation (where necessary)

For overnight B&B accommodation the cost is usually in the region of £125.00 - £150.00 per night – but this is dependent on local availability and in London it 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.