

## STUDENT PLACEMENT LEARNING AGREEMENT

In line with our Positive Fashion initiative, the British Fashion Council is committed to helping create an industry that drives forward best practice behaviours and supports an inclusive, diverse and sustainable fashion industry.

Please find below the Student Placement Learning Agreement which has been developed with members of the BFC Colleges Council and legal guidance. Student placements are compulsory for individuals who must complete a sandwich year as part of their undergraduate study. Since placements are integral to a student's degree, the focus must be on education and training as defined by the law. Adherence to this will also help safeguard a future thriving workforce for the industry.

When appointing a student placement into a designer business or brand, universities and placement providers should use this document to agree on expected codes of practice for the duration of a student's placement. The BFC recommends that this agreement be used in conjunction with the Best Practice Guide for Industry.

This is an agreement between

(Company) \_\_\_\_\_

And

(University) \_\_\_\_\_

### CONTRACT DETAILS

Period of Contract:	
Start Date:	
End Date:	
Salary:	
Expenses:	

### LEARNING INFORMATION

What are the student's primary learning objectives?	
What are the specific duties and responsibilities of the student?	
What are the average weekly working hours?	
What is the location of the student placement?	

Responsibilities are as follows:

1. The Company will provide the placement to the named student for the duration noted above.
2. The company is required by law to respect the Health and Safety at Work Act 1974, the Equality Act 2010 and the Data Protection Act 1998.
3. It is understood that the Company has arranged for Public Liability and Employers Liability insurance cover (Insurance Indemnity), and that the policy includes cover for persons under work experience schemes.
4. During the placement, the student is bound to the host company's regulations. The student will agree not to use, in any case, the information used for their placement portfolio for the benefit of other parties or publication, without the agreement of the Company.
5. In case of a breach of discipline, the Company reserves the right to end the placement period after prior notification to the university representative.
6. At the end of the placement, the Company will give the student a certificate or letter précisising the nature and duration of the placement, which could act as reference letter.

Read and signed:

(Company representative) \_\_\_\_\_

(Date) \_\_\_\_\_

(University representative) \_\_\_\_\_

(Date) \_\_\_\_\_

And

(Student) \_\_\_\_\_

(Date) \_\_\_\_\_

If you have any queries, please feel free to get in contact with:

(University representative name and title) \_\_\_\_\_

(University representative contact details) \_\_\_\_\_