

MANDATORY TRAINING REQUIREMENTS AND QUALIFICATIONS**CARE OF TRAINEES**

1. Instructors that provide Licence Acquisition Training (LAT) at Initial Trade Training (ITT) establishments shall complete the Authority's mandatory Army Recruiting and Training Division Staff Leadership School (ASLS) Electronic Care of Trainees (ECoT) course. Every Instructor must pass the course and submit their pass certificate to the Authority before delivering any LAT. **(Lot 6 and Lot 7 only).**
2. If requested by the Authority, an Instructor shall be required to complete the ECoT course. The Authority anticipates that such requests will be infrequent and low in number. **(Lots 1 – 5 only).**
3. Access to a Defence Gateway account to access the above training course will be granted by the Authority, the process is as follows:
 - a. Defence Gateway Limited Account Application form completed and sent through a DST Line Manager (acting as Sponsor) to DEFAC-HQ-DTELDLEGrpMailbox@mod.gov.uk.
 - (1) The application will be provided in week one of the implementation phase.
 - (2) Access is granted and given by e-mail direct to a private e-mail account of the individual.
 - (3) Individual accesses Defence Gateway and DLE.
 - (4) Individual accesses ECoT Course and completes.
 - (5) Certificate is presented to DST Line Manager as proof of completion.

PREVENT

4. PREVENT is the government's legal obligation of training providers to provide "due regard to the need to **prevent** people from being drawn into terrorism". PREVENT training is meant to alert trainers to the possibilities of "non-violent extremism". Warning signs such as withdrawal from social circles, abnormal behaviour or changes in vocabulary are common amongst young people.
 - a. All Driving Instructors delivering at Initial Trade Training (ITT) schools shall complete the PREVENT awareness course. This can be accessed at:
<https://www.elearning.prevent.homeoffice.gov.uk/edu/screen1.html>

The above training requirements could be subject to change during the duration of the contract, one month notice in writing will be given to the SP in the event that the training requirement differs from the above.