

Teaching and Training Policy

Orion Wildlife

1. Policy Statement

Orion Wildlife is committed to providing high-quality, inclusive, and engaging teaching and training that supports learning, understanding, and positive outcomes in wildlife conservation, ecology, and environmental awareness.

We aim to deliver education and training that is accurate, accessible, ethical, and evidence-based, and that encourages curiosity, respect for wildlife, and responsible environmental behaviour.

This policy applies to all teaching, training, and educational activities delivered by or on behalf of Orion Wildlife.

2. Scope of the Policy

This policy applies to:

- Staff, volunteers, and associates delivering teaching or training
- Formal and informal education settings
- Public workshops, talks, and outreach
- Field-based learning and practical sessions
- Online, hybrid, and digital learning

3. Principles of Teaching and Training

Orion Wildlife's teaching and training will be:

- **Learner-centred** and appropriate to audience needs
- **Inclusive and accessible**, reflecting diverse learning styles
- **Safe and ethical**, prioritising welfare of people and wildlife
- **Evidence-based**, drawing on current best practice and research
- **Engaging and interactive**, encouraging participation and reflection
- **Environmentally responsible**, modelling sustainable practice

4. Equality, Diversity, and Inclusion

Orion Wildlife is committed to:

- Providing equal access to learning opportunities
- Making reasonable adjustments where practicable
- Avoiding discrimination, bias, or exclusion
- Using inclusive language and materials

Teaching and training will be delivered in line with the **Equality and Diversity Policy**.

5. Safeguarding and Duty of Care

All teaching and training activities will:

- Comply with the **Safeguarding Policy and Procedures**
- Promote a safe learning environment
- Maintain appropriate professional boundaries
- Follow safer working practices, including supervision ratios

Safeguarding concerns must be reported in line with safeguarding procedures.

6. Quality Assurance

Orion Wildlife will ensure quality through:

- Clear learning aims and outcomes
- Accurate and up-to-date content
- Qualified or appropriately experienced tutors
- Risk assessments for practical or field-based sessions
- Evaluation and learner feedback

Teaching materials will be reviewed regularly to maintain accuracy and relevance.

7. Tutor, Trainer, and Educator Responsibilities

Those delivering teaching or training are responsible for:

- Preparing sessions appropriately
- Delivering content professionally and ethically
- Encouraging respectful participation
- Managing behaviour appropriately
- Identifying and responding to learner needs
- Upholding safeguarding and equality principles

Trainers must not exceed their competence or misrepresent qualifications.

8. Learner Responsibilities

Learners are expected to:

- Treat others with respect
- Follow instructions, safety guidance, and codes of conduct
- Act responsibly towards wildlife and the environment
- Raise concerns or support needs where appropriate

9. Health, Safety, and Risk Management

Orion Wildlife will:

- Conduct risk assessments for teaching and training activities
- Provide clear safety briefings
- Ensure appropriate supervision and equipment
- Follow relevant health and safety guidance

Field-based and outdoor learning will be planned with weather, terrain, and participant ability in mind.

10. Teaching Methods and Resources

Teaching and training may include:

- Presentations and talks
- Workshops and discussions
- Practical demonstrations
- Field observation and surveys
- Digital and online learning tools

Resources will be:

- Accurate and appropriate
- Accessible where possible
- Ethically sourced and environmentally responsible

11. Assessment and Certification (Where Applicable)

Where assessment or certification is offered:

- Criteria will be clear and transparent
- Assessment methods will be fair and appropriate
- Records will be kept securely
- Feedback will be constructive and timely

Orion Wildlife will not issue qualifications beyond its authority or accreditation.

12. Monitoring, Evaluation, and Review

Teaching and training activities will be monitored through:

- Learner feedback
- Tutor reflection
- Review of outcomes and impact

This policy will be reviewed regularly and updated as required.

13. Policy Approval

This Teaching and Training Policy was approved by Orion Wildlife management.

Effective Date: 15 Jan 2026

Review Date: 15 Jan 2027

Signed: Nick Rout

Role: Director