



**PURTON PARISH COUNCIL**

**TRAINING AGREEMENT**

In consideration of the training which I will be receiving from Purton Parish Council I agree to remain employed by Purton Parish Council for a minimum period of one year after completion of the training.

This training will end on [specify date] and if I leave my employment at any time, including dismissal, before the end of [above date plus six months] I undertake to refund to my employer [cost of training] or a proportion based on the following scale:-

Less than 1 month after completion of training	100%
2 months but less than 3 months after completion of training	75%
4 months but less than 6 months after completion of training	50%

In the event of my failure to pay I agree that my employer has the right as an express term of my Contract of Employment to deduct any outstanding amount due under this agreement from my salary or any other payments due to me on the termination of my employment in accordance with the legislation currently in force.

I am also aware that funding can be withdrawn and I would have to repay the full amount received, save for exceptional circumstances discussed and agreed with the Clerk if I:

- fail to take the relevant examinations;
- do not make satisfactory progress in my studies e.g. failure to attend lectures; non-completion of coursework;
- discontinue the course before completion.

Employee Signature : .....

Clerks Authorisation of training : .....

Date : .....

