



## Key principles

At Hive we believe in 'learning' as a partnership rather than mere instruction. We place the student at the heart of what we do.

Our overall aim is to help individuals to fulfil their potential by providing facilities and teaching that supports all students in developing their artistic, social and practical capabilities.

As part of this overall aim we want our activities to:

- help participants to become more confident, resourceful, enquiring and independent
- foster self-esteem and provide an environment where participants can build positive relationships with other people
- create an atmosphere of artistic achievement.

We believe that the 'learning environment' is a crucial element within the whole process and we aim to create learning environments that:

- provide equality of opportunity for all participants
- take account of individual learning styles
- value the progress of each participant.

We aim to provide the best kind of appropriate learning model for each different activity. This involves setting ourselves standards in teaching and in workshop structure.

We will provide teaching that:

- ensures that participants are aware in advance of the general outline of what is planned within each session
- engages and stimulates creativity
- is flexible and supportive in matching session work to learning needs and preferred styles of working
- offers good quality interaction between teacher and student
- listens and responds to questions and views from individuals
- allows for regular reviews of progress towards outcomes
- promotes positive social interaction amongst the whole group.

We will also structure our sessions to deliver:

- clear explanations in advance
- the opportunity for individuals to raise questions or discussion points
- progress linked to individual needs and abilities.



## Learners, students, participants

In the main, our activities are open to all, regardless of race, gender, ethnicity, disability or sexual orientation.

Occasionally we run programmes that are specific to one or more groups, and entry to these may be defined by the needs or aims of the group, or by the funding body.

All participants are expected to abide by our Equality and Diversity, Health and Safety and Acceptable Behaviour policies. We reserve the right to refuse access to anyone who fails to abide by our policies.

## The Physical Environment

In premises under our direct control we will provide:

- safe and secure premises
- toilet facilities
- hot and cold running water
- suitable heating
- adequate and appropriate space for the activity undertaken
- sufficient tables, chairs and any other equipment needed.

In other premises where we work by invitation or commission we undertake to assess these in advance and to try to ensure that all of the above are in place.

## Tutor and staff continuing development

All staff and sessional tutors are offered opportunities, where viable, for professional development through either internal or external training.

## Resources

We keep a store of materials and equipment for use at Hive. The amount and type will be reviewed as required.

For other sites, individual negotiation will be conducted regarding the amount and suitability of resources.

Where tutors use their own equipment this will be agreed in advance and appropriate insurance cover put in place.

For consumables, each participant will be asked to pay either the whole cost or a contribution towards the cost of all materials used. This may be waived where funding allows.

## Complaints

Please see our complaints policy.

## Policy monitoring

This policy will be reviewed every three years through our own monitoring procedures. These include oversight by the Trustee board and may also include input from tutors and participants.