

Policy and Procedures Document

Friends of Yoga Society International

Continued Professional Development Workshops

FRYOG Teachers:-

- FRYOG Teachers who wish to benefit from our discounted Insurance must have attended a FRYOG organised CPD day within the previous year.
- FRYOG Teachers must be enrolled as a fully paid up member by 31st January.
- Attending a FRYOG Post Graduate training course counts as CPD for that year.
- **Procedures for CPD organisers:-**
- Permission to run a CPD day should be sought from the Training and Standards Officer. Organisers may invite outside Speakers or Teachers for CPD days, provided they have been vetted and approved by said Training and Standards Officer.
- CPD Events can only be organised by: Executive Committee members, Tutors, Area Officers and Theory & Practical Assessors.
- The CPD days should run for 6 hours – i.e. 10:00am till 4:00pm, this includes one hour for lunch, as a networking opportunity.
- A CPD form should be presented for attendees to sign as proof to the Insurance Company and FRYOG Membership Officer. This form will validate that students have attended a CPD and therefore are eligible for the discounted Insurance Service which FRYOG offers its members. The form will be sent to the Membership Officer.
- A Certificate of Attendance must be issued by the facilitator holding the workshop for each student attending.
- 10% of proceeds for these days must be sent as a donation to the FRYOG Society. (This is after expenses and tutor's fees have been paid).
- Overseas Members may be able to do CPD through Yoga Alliance.

Teacher Training Courses

This applies to newly qualified teachers:-

- On the completion of training, all successful students must apply for their teaching certificates within a 3 month period. Teachers who do not apply for their certificates within this period, will have to undergo a further practical assessment with a FRYOG Assessor.
- All queries on Teacher Training Courses will be answered in the current version of the Diploma Pack.

Procedures for Diploma Tutors

- Teachers Training Courses must be completed in a two year period.
- Students should normally pay for their Teacher Training Course in quarterly instalments. In exceptional unforeseen circumstances (at the Tutor's discretion), a refund may be given for fees paid in advance.

Lapsed Teachers Membership to FRYOG

This applies to returning Teachers who hold a FRYOG Diploma but have lapsed with their membership.

- Returning teachers must re-take a Practical Assessment.
There is a cost of £35 for the Practical Assessor and £15.00 for an up to date certificate.

Assessments

- An Assessor cannot examine student Teachers from Tutors with whom they trained or to whom they are related.
- No student Teacher can be assessed for theory & practical by the same Assessor.
(Post-graduate courses may vary.)

Tutors & Assessors

Teachers who wish to apply as Diploma Assessors or Tutors :

- Must have a minimum of five years teaching experience.
- Must have been FRYOG members throughout these five years.
- These would be Tutors should apply in writing to the Training Standards Officer.
- These would be Assessors should apply in writing to the Diploma Board Officer.
- Both applications should enclose a CV. The application will be reviewed and the applicant will be invited to attend a formal interview.
- The successful applicants will be requested to shadow an experienced Assessor/Tutor, as applicable.
- On completion, guidelines will be issued.

Other Policy and Procedure headings are being developed i.e:-

- Website policy and procedures.
- Financial controls, insurance & charitable donations.
- Advertising.
- Relationships with other yoga organisations.
i.e Bridging Course

Please also see the FRYOG Constitution on our website.