

# **POLICY DOCUMENT**

## **200 hour Yoga Teacher Training**

### **Practice Experience:**

Students will need at least 2 years experience of attending classes 2-3 times a week.

### **During the Course:**

- 1 Commitment to the course and your yoga practice.
- 2 Willingness to work as a team during the contact hours.
- 3 Complete all written coursework
- 4 Pass 1 x anatomy and physiology exam
- 5 Pass 1 x yoga theory exam
- 6 Pass 1 x practical teaching assessment
- 7 You must attend 100% of the course contact hours. Failure to attend the course contact hours will result in non completion of the course, and no certificate. Occasionally student can 'make up time', but this must be pre-arranged with Sally Parkes via email, and will cost the student an extra £150 a day.

### **Certificate:**

Laxmi Yoga Teacher Training with Sally Parkes is a recognised qualification in which you will gain a 200-hour Yoga Alliance Professionals certificate (RYT-200), which enables you to teach internationally. This course is also registered with The Independent Yoga Network (IYN).

### **What is included the course fee include:**

All your tuition hours, three in-depth training manuals and all your accommodation and food whilst in Spain. Your transfer to and from Malaga airport is also included as well as a place on our mentoring program with health and fitness expert and coach.

### **What is not included as part of the course fee:**

Travels costs to and from London, your food and accommodation whilst in London and your flights to Spain need to be paid by yourself. You will also need to buy the books from our essential reading list.

### **Refund Policy and payment plan**

We split the fee if booked 3 months before the start of the course in to three instalments, with the last instalment required a month before the start of the course. Part of your initial payment is your non-refundable deposit. If you apply within one month of the course start date, the full fee is payable immediately please.

In the unlikely event that the training is cancelled we will refund 100% of your payment or offer an alternative placement.

This refund policy applies to the remaining balance (excluding the deposit) of the course fee.

Cancellation 0 – 30 days before start date – 0% refund. Cancellation 31 – 60 days before start date – 25% refund. Cancellation 61 – more days before start date – 100 % refund.

It is not possible to have your place refunded or to transfer to a 200 hour Laxmi Yoga Teacher Training course at a later date, once you have made your first payment. By registering and paying for this course, you are agreeing to this payment and cancellation policy. Thank you.

## **85hr Pregnancy Yoga Teacher Training**

### **Practice Experience**

The course is open to anyone with a keen interest in ante-natal education and a passion for sharing their knowledge after the course with mums-to be, including yoga teachers, doula's and midwives. You will be able to register with FEDANT's register of Ante-Natal Educators, and if you have a 200hr Yoga Teacher Training certification already, you will be permitted to register with The Yoga Alliance Professional or The Yoga Alliance US as a Pregnancy Yoga Teacher.

### **During the Course:**

- 1 Commitment to the course and your yoga practice.
- 2 Willingness to work as a team during the contact hours.
- 3 Complete all written coursework
- 4 Practical Exam
- 5 You must attend 100% of the course contact hours. Failure to attend the course contact hours will result in non completion of the course, and no certificate. Occasionally student can 'make up time', but this must be pre-arranged with Sally Parkes via email, and will cost the student an extra £150 a day.

### **Yoga Alliance and FEDANT Certification:**

All graduates will receive a certificate upon completion. This training is 85 hours (including private study time) to meet with the standards of The Yoga Alliance Professionals and The Yoga Alliance US, and is also certified by the Federation of Antenatal Educators (FEDANT). The course is open to anyone with a keen interest in ante-natal education and a passion for sharing their knowledge after the course with mums-to be, including yoga teachers, doula's and midwives. You will be able to register with FEDANT's register of Ante-Natal Educators, and if you have a 200hr Yoga Teacher Training certification already, you will be permitted to register with The Yoga Alliance UK or The Yoga Alliance US as a Pregnancy Yoga Teacher.

### **Payment Plan and Cancellation Policy**

We split the fee if booked 3 months before the start of the course in to three instalments, with the last instalment required a month before the start of the course. The first payment is your non-refundable deposit. If you apply within one month of the course start date, the full fee is payable immediately please.

In the unlikely event that the training is cancelled we will refund 100% of your payment or offer an alternative placement.

This refund policy applies to the remaining balance (excluding the deposit) of the course fee.

Cancellation 0 – 30 days before start date – 0% refund. Cancellation 31 – 60 days before start date – 25% refund. Cancellation 61 – more days before start date – 100 % refund.

It is not possible to have your place refunded or to transfer to a 200 hour Pregnancy Yoga Teacher Training course at a later date, once you have made your first payment.

We **STRONGLY** recommend that you take out insurance to cover your costs in the event that you have to cancel or curtail your training. By registering and paying for this course, you are agreeing to this payment and cancellation policy. Thank you.

Please note that the training at Meadowlark, Edinburgh and the Dubai venues the Payment Plan and Cancellation Policy is under their discretion due to being a guest teacher.

## **Advanced Yoga and Yoga Anatomy Teacher Training Module**

### **Practice Experience:**

200hr Yoga Teacher Training Certificate is advised.

This course is certified by The Yoga Alliance Professionals (Yoga Alliance Professional) and equals 65 Continuing Professional Development (CPD) points. If you already have a 200 hour yoga teacher training certificate these points can be added on to your current qualification to show that you are continuing your education in yoga, and a certificate will be issued on completion of the course.

### **During the Course:**

- 1 Commitment to the course and your yoga practice.
- 2 Willingness to work as a team during the contact hours.
- 3 Complete all written coursework
- 4 You must attend 100% of the course contact hours. Failure to attend the course contact hours will result in non completion of the course, and no certificate. Occasionally student can 'make up time', but this must be pre-arranged with Sally Parkes via email, and will cost the student an extra £150 a day.

### **What is included the course fee include:**

All your tuition hours, in-depth training manual and Yoga Anatomy book written by Sally Parkes and all your accommodation and food whilst in Spain. Your transfer to and from Malaga airport is also included.

### **What is not included as part of the course fee:**

Travels costs to and from London, your food and accommodation whilst in London and your flights to Spain need to be paid by yourself. You will also need to buy the books from our essential reading list.

### **Complaints Procedure for all Teacher Training Courses :**

If a trainee has a grievance and believes that her/his rights have been violated, the first stage is to have an informal chat on the day, then the second stage a written complaint must be submitted to the Sally Parkes the Director of Sally Parkes Yoga Ltd, who has one week to determine next steps. Sally Parkes Yoga Ltd reserves the right to ask any student to leave the program if their behaviour is inappropriate or unethical. Under such circumstances, tuition will not be refunded.

### **Course Work for all Teacher Training Course :**

All course work is to be submitted one month after the last day of contact hours.

## Code of Conduct

Dear student

A warm welcome to Sally Parkes Yoga Ltd Teacher Training. We hope you enjoy the course and find it useful and informative. In order to maintain high standards and ensure that we keep our good reputation, it is important that you reach a certain minimum standard. Whenever we feel that this is not the case, we will talk to you personally and try to put things right. In addition to formally assessed practicum, assessment is also on a continuous basis throughout the duration of the course and you will receive feedback on your progress. Students who do not meet the required standards will need to improve in those areas in need of development and demonstrate that they have done this, before being issued with a certificate.

This Code of Conduct is a summation and declaration of acceptable, ethical, and professional behaviour by which all Yoga Alliance UK Registered Yoga Teachers agree to conduct the teaching and business of Yoga.

As a Registrant of Sally Parkes Teacher Training, I agree to uphold the ethical goals set forth in the following Code of Conduct:

1. To ensure that safe and effective teaching is available to the public.
2. To provide the public with access to safe and effective yoga teachers.
3. To maintain and uphold the traditions of Hatha Yoga. To teach yoga from the experience of these traditions and to disseminate these teachings to anyone, from any background, who earnestly desires to follow these traditions.
4. Uphold the integrity of my vocation by conducting myself in a professional and conscientious manner.
5. Acknowledge the limitations of my skills and scope of practice and where appropriate, refer students to seek alternative instruction, advice, treatment, or direction.
6. Create and maintain a safe, clean, and comfortable environment for the practice of yoga.
7. Encourage diversity actively by respecting all students regardless of age, physical limitations, race, creed, gender, ethnicity, religion affiliation, or sexual orientation.
8. Respect the rights, dignity, and privacy of all students.
9. Avoid words and actions that constitute sexual harassment.
10. Follow all local government and national laws that pertain to my yoga teaching and business.

I agree to comply with the conditions and requirements as set out in the course curriculum, and accept that failure to do so will disqualify me from any accreditation. I furthermore vow to uphold the standards of the teachings I have been given, and to maintain and promote the good name of yoga at all times. I accept that failure to do so may lead to the annulment of any accreditation obtained from Sally Parkes Teacher Training.

Course Name -

Print Name -

Course and starting date Signed and dated -



## Yoga Alliance Professionals

Devised & arranged by BALENS and underwritten by Zurich Insurance plc (ZIP) in accordance with the authority granted.

### CERTIFICATE OF INSURANCE POLICY NUMBER ZUR/08/56714/2-BJRBDRW

1. **The Insured:** Corporate Members of Yoga Alliance Professionals
2. **Postal Address:** 10/2 Beaverhall Road, Edinburgh, EH7 4JE
3. **Limit of Indemnity:** £6,000,000 Per Corporate member, any one claim per section of cover and unlimited number of claims during the period of insurance. Defence costs in addition.
4. **Policy Cover:** Claims made in relation to the Insured's Practice or Business as per proposal or declaration submitted, or as otherwise advised in respect of work performed prior to the expiry date of the policy and subject to policy terms and conditions.  
(I) Malpractice, Good Samaritan Acts and First Aid (I) Breach of Professional Duty (I) Professional Indemnity (II) Public Liability (III) Products Liability. Various other extensions to apply as per policy document.
5. **Excess:** NIL
6. **Retroactive Date:** Unlimited cover for previously insured work performed as per extension's endorsement 4 & 4a in policy wording.
7. **Period of Insurance:** The policy will be active during the period of your Yoga Alliance Professionals membership start and expiry date.
8. **Premium:** Paid by Yoga Alliance Professionals inclusive of Insurance Premium Tax
9. **Jurisdiction:** United Kingdom.
10. **Territorial Limits:** Great Britain, Northern Ireland, Isle of Man and Channel Islands. Cover is extended worldwide for temporary trips abroad excluding USA and Canada unless otherwise agreed.
11. **Notice of Claim to:** Balens Ltd, Bridge House, Portland Road, Malvern. Worcs. WR14 2TA
12. **Activities / Therapies covered:** Running a Training School and/or Yoga Studio- annual turnover between £100,001 to £250,000
13. **Advice Line:** 01684 893006
14. **Conditions:**

This Certificate of Insurance is issued for and on behalf of Zurich Insurance plc (herein called "the Insurers").

In consideration of the payment of the Premium the Insurers will indemnify the Insured in accordance with the terms, conditions and limitations of Policy (herein called "the Policy") which are incorporated herein (a copy of the Policy is available on request).

The Proposal or any information supplied by the Insured shall be incorporated in the Policy.

Provided always that if the Insured shall make any claim knowing the same to be false or fraudulent as regards amount or otherwise this Certificate shall become void and all claims hereunder shall be forfeited.

Certificate issued in Malvern, 22 April 2016 by BALENS

Signed .....  .....

#### Zurich Insurance plc

A public limited company incorporated in Ireland. Registration No. 13460.

Registered Office: Zurich House, Ballsbridge Park, Dublin 4, Ireland.

UK Branch registered in England and Wales Registration No. BR7985.

UK Branch Head Office: The Zurich Centre, 3000 Parkway, Whiteley, Fareham, Hampshire PO15 7JZ.

Zurich Insurance plc is authorised by the Central Bank of Ireland and subject to limited regulation by the Financial Conduct Authority. Details about the extend of our regulation by the Financial Conduct Authority are available from us on request. These details can be checked on the FCA's Financial Services Register via their website [www.fca.org.uk](http://www.fca.org.uk) or by contacting them on 0800 111 6768. Our FCA Firm Reference Number is 203093.