

# Life Skills Deliverer Commitment 2026/27

## General

- Learning objectives and general presentation slides to be shared with LFE
- Availability to travel and provide national coverage for single face-to-face delivery
- Respond directly to club contacts within 48hrs of receiving delivery requests
- Inform LFE if there is a change to an original delivery request
- Communicate with club contact within one week prior to confirm delivery, time, address, technology requirements and request availability of devices for feedback
- Commitment to requested delivery format, date, start time, agreed duration and number of deliverers
- Introduce delivery as part of LFE's Life Skills Programme
- Delivery to consistently be positive, engaging and participatory
- Responsibility to collect feedback from 50% of participants, from 50% of deliveries
- Openness to Ofsted/LFE observations and media coverage

## Cancellations

- Communicate at least three working days before delivery start time, with both LFE and club contact, if cancellation or time adjustment is required
- Deliverers may change a face-to-face delivery to take place in an online webinar format at the same or different date/time but only in the instance of a cancellation within three working days prior to delivery
- If a club cancels within three working days prior to delivery and LFE will review Deliverer remuneration on a case-by-case basis

## Safeguarding

### Deliverers must:

- take the following to all deliveries: Photo ID, DBS Copy, Insurance Copy, Knowledge of completed safeguarding training
- ensure all delivery only takes place with at least one club employee present, in the same space at all times
- challenge abusive, offensive and bullying behaviour
- provide any online webinar delivery from a neutral space with no inappropriate visual or audio presence
- consider everything to be on view if sharing the screen to ensure that nothing inappropriate or personal is shared e.g. desktop files, emails, contact details, social media
- ensure any recordings are securely stored and any transfer of data utilises a secure platform

### Deliverers must not:

- excessively promote their delivery to clubs outside of LFE's communication
- provide any delivery without prior knowledge or agreement of LFE, if it is expected to be funded by LFE
- provide any delivery which:
  - incites hatred violence or calls for participants to break the law
  - encourages, glorifies, or promotes any acts of terrorism including individuals, groups or organisations that support such acts
  - provides content that seeks to offend, discriminate against protected characteristics, or promotes derogatory stereotypes
  - promotes further services or cause beyond the single delivery and its agreed learning objectives
- provide one-to-one delivery
- process any personal information which has not been approved by LFE and the club; this includes, but is not limited to, capturing images and recording delivery

Organisation/Deliverer

Signature

Date

Established by



Supported by



**Note:** LFE reserves the right to cancel deliveries and remove deliverers from the programme if any of the above is not adhered to.