

CODE OF GOOD PRACTICE

MITA, the Moving Image Training Alliance, is the membership organisation for independent training providers in the moving image industries.

This code sets out the type of practice that MITA expects all its members to comply with. It is intended to support members in providing training to professional and ethical standards.

The code has been developed in consultation with, and is endorsed by, BECTU (the Broadcast Entertainment Cinematograph and Theatre Union), the main trade union in the moving image sector.

MITA expects all its members to:

1. Provide culturally sensitive training delivery (which would be reflected both in the organisation's diversity policy but also in the provision of support to individuals such as childcare provision and disability support).
2. Ensure that DDA obligations on accessibility of premises and equipment are fully met.
3. Where training is provided for young people under 18 years of age and vulnerable adults, undertake the necessary enhanced police checks (criminal disclosures).
4. Put in place public, employer and, where appropriate, professional indemnity insurance.
5. Safeguard the health and safety of the staff, freelancer tutors and learners.
6. When delivering vocational industry training, provide sufficient and appropriate equipment for learners, enabling them to get adequate hands-on training experience relevant to the level of training undertaken.
7. Encourage and make provision for the continuing professional development of both their own staff and the freelance tutors they employ.
8. Pay freelance industry practitioners the appropriate rate or, where the practitioner is donating their services (for example a senior practitioner sharing their experiences in the industry with learners), show the appropriate rate in the budget as in-kind support. The current MITA/BECTU recommended minimum daily rate for industry practitioner tutors is £181.49

(calculated to include 6 hours tutoring and preparation) and £18.51 holiday pay. Daily rates for non-industry practitioner youth and community workers should reflect pay scales agreed by the JNC for Youth and Community Workers.

9. Provide clear information and guidance on course content to participants and monitor to ensure continued improvement. Undertake robust post course evaluation as appropriate.

10. Work towards achievement of a recognised quality standard relevant to their organisation (e.g. Investors in People, Skillset Approved Training Provider, IAG Matrix, Green Mark, Customer First etc.). MITA will aim to raise funding to support members towards achieving such accreditation.