

Delivery Centre and Knowledge Sharer Agreement (PLC)

Thank you for your interest in becoming a PLC (Positive Life Courses) Delivery Centre or Knowledge Sharer. Our **aim** is simple: **to help people share practical life skills in their local communities**.

Definitions:  **Knowledge Sharers** help share *parts* of course content with others (eg a course handout). Knowledge Sharers do **not** run courses and are therefore not Delivery Centres.

 **Delivery Centres** are venues or organisations where courses are run (eg a GP surgery, place of worship, community venue or home).

To keep things clear & consistent, we ask Delivery Centres & Knowledge Sharers to agree to the following:

Knowledge Sharers and Delivery Centres

Using course content

-  We will use the course content **provided by PLC**
-  We will **not add to, remove from or change** the content and will **not add our own branding**
-  For *Sleep & Healthy Eating* courses: we will use PLC **scripts** as the basis for what we share
-  We will **not charge** for any part of the course content provided to others
-  We will use the **PLC name** and course content appropriately and will not present PLC material as our own
-  When **sharing PLC material with others**, we will make clear that it is PLC material and should not be changed, sold, or presented as someone else's work
-  We understand that failure to follow this Agreement may result in removal of our access to PLC material (ie the *Resources* website page) &, where applicable, Approved Delivery Centre status.

A shared purpose

We are part of a growing network helping people build confidence, skills and positive relationships by making practical, trusted information more widely available.

Agreement

By proceeding with registration on the PLC website and obtaining a Login account, we confirm that we have read, understood and agree to follow the approach described in this Agreement.

Delivery Centres

How courses are delivered

-  We will aim to deliver courses **in person** (ie online delivery only for those who cannot attend)
-  We will create a **welcoming, respectful** environment
-  We will **support Hosts** to deliver courses clearly and confidently
- ( for further details of expectations see the Onboarding Notes document on the [Information](#) page).

Local responsibility

-  We are responsible for the **venue** and its suitability
-  We are responsible for **selecting and supporting Hosts**
-  We will consider **safeguarding** and any other relevant **local risks**
-  We will manage **bookings** and **communication** with attendees
-  We understand that local course delivery may involve **practical costs** (for example venue hire, printing or refreshments) and that these are the responsibility of the Delivery Centre
- ( for further details, see the Approval Process document on the [Information](#) page).

Working with PLC

-  We understand that PLC **may request feedback** or attend sessions from time to time
-  For further details, see the Approval Process document on the [Information](#) page.