Training Topic Review Template

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| **Topic:** | **Reviewer:** | **Date:** |

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| **Legislative changes:**  **Please State the current legislation the Trust follows** | **Detail:** (attach a separate sheet if required) |

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| **Guideline changes:**  **Please State the current Guidelines the Trust follows** | **Detail:** (attach a separate sheet if required) |

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| **Educational material reviewed:** | Taught session lesson plan  Training Tracker module  Induction Presentation |

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| **Consultation conducted**  **Consider evaluation forms, delegate feedback & peer reviews** | **Detail:** who/when/response/amendments |

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| **Changes required:**  **Attach revised version** | **Detail:** (attach a separate sheet if required) |

**ACADEMY USE ONLY**

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| **Submitted to Academy senior team meeting for review** | **Date:** |

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| **Approval date** | **Signature** |

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|  | **Date** | **By** |
| **Academy T:drive updated** |  |  |
| **Quality Database Updated** |  |  |