



# Student Learning Contract

## BSc Operating Department Practice

All student ODPs must agree to abide by the conditions of a learning contract prior to embarking on the Undergraduate BSc Operating Department Practice.

All student ODPs are subject to contractual regulations of the School of Healthcare (“the School”) and of the NHS Trust at which they are placed for experience in practice.

I (print name) acknowledge my intention to take a place as a student ODP in the ODP Education programme within the School of Healthcare at the University of Leicester.

### Personal responsibilities

I **agree** to use all my efforts to benefit from the learning opportunities that are presented to me in both the theoretical and practice aspects of my programme. I understand this will include:

1. Participating in classroom teaching sessions.
2. Participating in group work.
3. Undertaking self-study and learning.
4. Observing, learning and putting in to practice the practice aspects of the programme.
5. Reflection on experiences to further enhance my learning.
6. Planning my own learning and monitoring my own progress with support from ODP academics and practitioners as well as the wider university support services.
7. Participating in Inter-Professional Education (IPE) activities with peers from the range of healthcare programmes within the school and the medicine programme.
8. Completing portfolios to demonstrate my clinical and professional developmental progress.
9. Being aware of the precautions and contraindications associated with clinical skills I undertake, and to wear appropriate clothing/ uniform with no jewellery in accordance with university and placement provider policies.
10. Participating in programme Open Days, UCAS visit days and prospective student interview events as part of my continuous professional development (CPD)/ ambassadorial activities.
11. Consenting to being photographed by School academic staff in any learning environment for the purposes of teaching, learning support, assessment moderation and research. In addition, images may be used on the school/ programme website and for the programme marketing with no time limit. Additional consent will be sought for this and I can request images to be removed at any point.

### Personal Conduct

I **agree** to behave in a manner that supports and enhances the professional standing of the school and the reputation of the midwifery/ nursing profession, as well as all organisations in which I undertake

practice experience at all times during the theoretical and practice aspects of my programme. This I understand includes:

1. Being polite and courteous to everyone I come in contact with during my programme.
2. Behaving in such a manner that does not compromise the health and safety, confidentiality and dignity of others.
3. Ensuring that my personal attitude and behaviour to others is in line with the aim to provide equitable opportunity and to reduce harassment of others.

## Policies

I **agree** to adhere to the following:

### Policies

As a student in progression to becoming a registered ODP, and in line with HCPC Codes - Standards of Proficiency and Conduct, Performance and Ethics, you **agree** to:

1. University of Leicester's [code of student responsibilities](#).
2. HCPC standards of proficiency <https://www.hcpc-uk.org/standards/standards-of-proficiency/operating-department-practitioners/>
3. HCPC Standards of conduct, performance and ethics <https://www.hcpc-uk.org/standards/standards-of-conduct-performance-and-ethics/>:
  - a. Disclosure and Barring Service (DBS) when you start, returning from Suspension of Studies, or any time deemed necessary – GOV.UK Eligibility for healthcare roles, paragraph [2. Doctors, nurses, and healthcare assistants](#).
  - b. Occupational Health (OH)/ vaccines throughout the 3 years in the programme – GOV.UK Immunisation of healthcare and laboratory staff: the green book, [chapter 12](#).
  - c. Mandatory Training throughout the 3 years in the programme – <https://www.hcpc-uk.org/resources/guidance/guidance-on-conduct-and-ethics-for-students/>
4. HCPC guidance on the use of Social Media - <https://www.hcpc-uk.org/standards/meeting-our-standards/communication-and-using-social-media/>
5. The completion of the School's Annual Declaration of Good Health and Good Character at the beginning of Year 2 and Year 3.

## Concerns

I **agree** to notify my personal tutor or placement manager immediately if I have any of the following concerns:

1. Relating directly and/ or indirectly to the safety of service users/ patients in my care.
2. About the behaviour of a fellow student that might put another person at risk.
3. About the behaviour of a colleague on practice placement that might put another person at risk.

4. About any situation that might constitute a health and safety risk to a service user, a student, a member of staff or a member of the public.

## Hours of Study

I **agree** to fulfil the expected hours required for each Module of study in accordance the School of Healthcare Policy and Module expectations: **100%** attendance. I agree to achieve this by:

1. Attending the programme for the required hours each week.
2. Working the hours expected of me each day, following allocated shift patterns in placements that include evenings and weekends, and providing appropriate documentary evidence.
3. Attending the programme throughout its duration except when I am granted leave of absence.
4. Making up any time I have missed through absence or sickness to ensure that the required hours are met and providing the documentary evidence as directed by the school to demonstrate that this has been fulfilled.

## Regulations

I **agree** to abide by the conditions imposed on me by the regulations of The University of Leicester ([Senate Regulations](#)), the [University's Religion and Belief Code of Practice](#), the School of Healthcare Professions regulations and by the regulations of the NHS Trust/ organisation in relation to hours of work, [Uniform Policy](#) and professional behaviour as defined by the HCPC Code above.

I **understand** that as an integral component of my learning I may be asked to participate as a service user/ patient during practical or clinical teaching, I **consent** to do this but reserve the right to withdraw my consent in any particular situation.

## Removal from the programme

I **understand** that the following situations will be amongst those that may result in my participation in the ODP programme being discontinued.

1. Failure to abide by any of the above requirements.
2. Behaviour resulting in criminal charges being brought against me whether on the premises of the University or NHS Trust placement hospital or otherwise.
3. Persistent poor attendance and/or poor punctuality resulting in a failure to meet the required learning hours of the programme.
4. Persistent poor attitude and/ or poor behaviour, which affects my ability to progress or participate in learning opportunities.

I **agree** to bring to the attention of my Personal Tutor/ Programme Leader any issue that may compromise my ability to meet the above requirements. I also understand that my Personal Tutor may speak to me on any of the above issues if they are concerned that I am unable to comply with any of them.

Signed.

Date.