The Practice agrees to adhere to the Guidelines for Good Teaching Practice:

**A2.1 Organisation**

 A2.1.1 Attend designated teaching sessions on time. If this is not possible, arrange for a suitable replacement.

 A2.1.2 Ensure that adequate time is allocated for teaching.

 A2.1.3 Ensure that all Practice staff are aware of and support teaching commitments.

 A2.1.4 Return all paperwork to the Centre for Medical Education promptly.

 A2.1.5 Issue a prepared timetable of activities to the student at the beginning of the attachment.

**A2.2 Content and Teaching Process**

 A2.2.1 Be familiar with the relevant teaching materia~~l~~.

 A2.2.2 Encourage active student participation.

 A2.2.3 Review the Learning Outcomes with the student(s) at appropriate intervals during their period of attendance.

 A2.2.4 Respect the student-teacher interaction as a professional relationship.

 A2.2.5 Value the assessment and feedback as a two-way process.

 A2.2.6 Undertake necessary changes to ensure that Learning Outcomes are met.

 A2.2.7 Have an awareness of the students’ need for balanced and objective assessment on current issues.

**A2.3 Tutor Support and Development**

 A2.3.1 Aim to make the learning experience enjoyable.

 A2.3.2 Attend and participate in training events and other contact meetings to facilitate teaching.

 A2.3.3 Notify the Centre for Medical Education of inability to meet teaching commitments.

 A2.3.4 Discuss any training needs with the Centre for Medical Education to ensure teaching commitments are met.