To: All Branches & Regional Councils, Regional Organisers and Head Office Officers & Staff.

Dear Colleague.

RMT TRADE UNION EDUCATION PROGRAMME 2018.

I am pleased to be able to set out the Trade Union Education Programme for 2018. This programme will be delivered at the Bob Crow National Education Centre in Doncaster. Opportunities to attend these courses in Regions will be forthcoming in due course. The usual calendars are attached to this circular or can easily be located on the 'education' section of the RMT website.

The programme as ever is developed and designed to best equip our Unions activists, workplace representatives, officials and officers to support, advise and represent our members across the union. The programme includes the core skills courses for all grades seeking education for Workplace Representatives and Branch Officials roles as well as a number of specialist courses to equip our Representatives and Officials with the skills and knowledge to deal with those issues in the workplaces. Again specific Maritime H&S, MLC Intro, and Seafarers Introductory courses are included in the 2018 programme.

This circular also has attached the required (new) National Application form that all members have to fully complete before sending in to the Bob Crow National Education Centre for the attention of the National Education Officer. This application form is also available on the RMT website. Members should also note that applications to attend the courses can also be made online, each application being notified to the respective Branch Secretary.

The new National Education Course Application form attached has been revised to include an opportunity for applicants to briefly outline any Union activity or role previous courses have enabled them to do. For those attending their first course the opportunity to set out very briefly what they expect from the course to assist them with future union activity or particular role. The new application forms will be returned for the attention of the National Education Officer at the Bob Crow National Education Centre.
For members wishing to attend a Regional RMT Education course the (new) Regional Education Course Application form should be used. This form is also attached to this circular and should be returned to the National Education Officer.

The National Executive Committee and myself are in no doubt of the challenges and struggles we face now and in the future and alongside a membership that stands shoulder to shoulder we need to provide our Representatives and Officials with the Trade Union Education they need to support and lead the fightback as well as providing the best representation for our members in the workplace.

If you require any further detail on the courses or the Bob Crow National Education Centre then please contact the RMT National Education Officer at a.gilchrist@rmt.org.uk

I hope many of you will take up the opportunity to attend your Centre and the opportunities it offers.

Yours sincerely

Mick Cash
General Secretary
RMT EDUCATION

APPLICATION TO ATTEND RMT EDUCATION COURSE

@ Bob Crow National Education Centre

Please complete the following in full.

Name - ..........................................................................................................................

Address - ........................................................................................................................

........................................................................................................................ Posts Code...

Contact number - ...........................................................................................................

Email contact - ................................................................................................................

RMT membership Number - ..........................................................................................

Length of Membership in RMT - ....................................................................................

Position Held in RMT currently - ....................................................................................

Please list the TUC and/or RMT Education Courses you have attended?

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Employer - ....................................................................................................................

Course Title - ...................................................................................................................

Date of Course – week commencing -

1st Choice - ....................................................................................................................

2nd Choice - ....................................................................................................................

3rd Choice - ....................................................................................................................

Any special dietary requirements you wish the catering staff to be aware of?

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If you are disabled in any way, are there any measures we can take at the Centre to remove barriers to your participation and ensure that your time at the Centre is the best learning environment it can be? This may relate to, for example, physical access, the sensory environment, or the course materials?

Could you briefly set out since your last course what, if any, trade union activity you have been involved in and how your previous course(s) have assisted you?

If this is your first course then perhaps you could set out briefly what you hope to gain from attending your course?

Train tickets are available for travel on East Coast Mainline, do you require a ticket? YES/NO.

If yes, please state which station on East Coast Main Line you require the ticket from ........................................to Doncaster.
You should apply to your employer for 'paid release' to attend this course: Can you confirm you will receive paid release to attend Y/N

If No, please advise the name of your Lead Organiser who will be able to contact your employer to ensure your statutory rights to paid release are being met.

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Please return this form completed to your Branch Secretary for authorisation.

Signature of Course applicant.................................................................................

Branch Name..............................................................................................................

Signature of Branch Secretary.................................................................................

Date..............................................

This form when signed should be forwarded as soon as possible to;

NATIONAL EDUCATION OFFICER
Bob Crow National Education Centre
47-49 Thorne Road
Doncaster
South Yorkshire
DN1 2EX.

THIS FORM SHOULD NOT BE USED TO APPLY TO ATTEND THE RMT POLITICAL SCHOOL, PLEASE CONTACT THE RMT POLITICAL OFFICER AT j.croy@rmt.org.uk WHO WILL PROVIDE THE APPROPRIATE FORM FOR YOU TO COMPLETE WHICH MUST THEN BE SIGNED BY YOUR BRANCH SECRETARY.