



**Diploma in Spiritual Coaching and Caregiving
(CFI L3) Student Rights and Responsibilities
Learning Contract**

Hello. Welcome to the qualification.

We wish you a great journey of development and learning.

This is a formal document that lays out your rights and responsibilities. It is necessary that you read and sign it before beginning the course. It describes what you can expect from us and what we require from you. *Please read all three parts.*

Part 1

What you can expect from the course

- An early induction session to the course with clear information about how and when you will be assessed, and what you will need to do and when so that you successfully achieve the qualification.
- A programme of classroom activities, projects and homework that delivers the Learning Outcomes as laid out in the qualification specification agreed with the Crossfields Institute and on the Ofqual Register. (Appendix 1.)
- A creative and supportive relationship with your tutor, including timely feedback, suggestions and developmental guidance on anything you may need to do to achieve the qualification.
- Access to the Appeals and Complaints Procedure should you need it
<https://spiritualcompanions.org/wp-content/uploads/2013/02/SC-Complaints-Policy-2016.pdf>
- Towards the end of the course an induction into the Spiritual Companions network and any public offer you might make.

What we expect from you

- In advance of the course read the Learning Outcomes as described in Part 2 of this document and also the course book 'The Power of Modern Spirituality' so that you are fully informed about the nature of the course before embarking upon it.
- Appreciate that the course is practical and experiential.
- Read and agree to the Group Contract in Part 2. This mainly lays out guidelines for communication skills, confidentiality and personal process.
- Positive attendance. A maximum of four sessions – there are thirty-two in all – can be missed with prior notice.
- Be on time and inform your tutor if you need to arrive late or leave early.
- Meet the agreed assessment deadlines.
- Fully engage with all aspects of the course as set out in induction.

- Engage in a daily 20 minutes practice of spiritual connection. This will be in the form and circumstances that best suit you and will not be prescribed by the tutor.
- Complete the daily record and classroom session sections of your portfolio regularly.
- Tell us if you have a problem meeting the assessment requirements.
- Take full personal responsibility for engaging with the programme of learning.
- Welcome the diversity of views and approaches that others may present to you.
- Welcome feedback that supports your personal, professional and spiritual development

Time Commitment

Be aware that this is a Level 3 qualification and requires the ability to work independently outside of the classroom sessions. The qualification requires you to build a portfolio of evidence mainly using our online ePortfolio, so you will need access to a computer that is linked to the internet.

So in addition to 90 hours in the classroom sessions you will need to allow for:

- 8 x 90-minute home group sessions
- 20 minutes minimum daily practice
- 12 companioning sessions of varying times
- 1-2 hours a week of reflective written homework

All of this will be fully explained in the early sessions of the course.

Part 2

CURRICULUM AND LEARNING OUTCOMES 2018

What follows are the agreed Learning Outcomes for the qualification, agreed with our awarding body, the Crossfields Institute, and on the Ofqual register. They define the content of our course.

Unit 1

PERSON CENTRED SPIRITUAL PRACTICE

1. Summarise the common features of spiritual experiences and spiritual practices
2. Explain own understanding of spirituality and spiritual practice
3. Carry out own daily spiritual wellbeing practice
4. Practice core skills of meditation

Unit 2

REFLECTIVE PRACTICE AND SELF-AWARENESS IN THE CONTEXT OF SPIRITUAL DEVELOPMENT

1. Summarise the elements, benefits and importance of reflective practice and self-awareness in the context of spiritual development
2. Implement a regular practice of reflection and self-management
3. Engage in reflective conversations with others about own developmental process

4. Investigate how well your lifestyle and behaviours align with the Spiritual Companions Guidelines

Unit 3

SCIENCE AND CONTEXT

1. Discuss the historical and cultural relationship between spirituality and medicine
2. Summarise the evidence base for the health benefits of spirituality
3. Describe key elements of spirituality and faith that can benefit physical and mental health
4. Reflect on the benefits of spirituality for your own and another's health and wellbeing

Unit 4

SPIRITUAL CARE IN PRACTICE

1. Prepare a safe and sacred space
 2. Lead an individual or small group into meditation
 3. Demonstrate whole body listening for a sustained period with an individual and a group
 4. Demonstrate the communication skills of spiritual companioning
 5. Explain the progression of and care for stages of spiritual emergency
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Part 3

GROUP CONTRACT

This is a group contract that defines how we behave with each other.

TIMING AND ATTENDANCE

- ❖ Be on time. If you are a late person, come early.
- ❖ If you are tired, still show up. If necessary, you can be outside the circle, resting and watching.
- ❖ If late, come in quietly and talk only after you have fully understood the flow and context of the session.
- ❖ You are required to attend all sessions except in the case of illness, emergency or a crucial event that was previously scheduled. If you miss a session it is up to you and your Home Group to bring you up to speed. If you miss four or more sessions, you understand that you may be asked to leave the course. (A session = a morning or an afternoon.)

CONFIDENTIALITY AND COMMUNICATIONS SKILLS

- ❖ All personal information shared inside the group is to be respected as strictly confidential and not to be talked about outside the group. We cannot repeat people's stories outside the group even if we use a different name.
- ❖ We do not gossip about each other amongst ourselves or with anyone else.
- ❖ We do not say anything about a group member, including about the tutors, that we are not prepared to say to them directly. We do not talk behind people's backs.
- ❖ We use our best listening skills and do not interrupt when someone is talking.
- ❖ We do not give mini-lectures or sermons trying to persuade people of our own beliefs, but are always open to discussion and reflection.
- ❖ We do our best to empower others to develop and share their ideas and approach.
- ❖ We do not blurt intuitive, spiritual or psychic insights to other students. Instead, if we have an insight of this type, we communicate to the person that we have received an intuitive insight, wish to share it and schedule time for it to be discussed.
- ❖ **NB We maintain this standard of confidentiality and good communications with each other when we are outside the classroom and not in formal session. Especially when the tutors are not present we are committed to treating each other with respect and using every interaction as an opportunity to practice compassion and improve our communications skills.**
- ❖ If we need something, we ask.

PSYCHOLOGICAL AND EMOTIONAL DYNAMICS

- ❖ We recognise that spiritual development is also personal and psychological development as we seek better to open our hearts and be more conscious and connected. It is possible, therefore, that the course may trigger some challenging psychological and emotional dynamics for you. If this were to happen you will receive the tutors' caring support. But because this course is focused on spiritual practice and is not a psychotherapeutic or a counselling group, it is not appropriate to process these emotional dynamics within the group. The tutors will support you in informing the group about your process, but we require that you get appropriate support and counselling outside of the group. If needed, the tutors will help you in finding that support.

PERSON-CENTRED NOT DOGMATIC

- ❖ Our course is vocational, experiential and a journey of exploration for each of us. Within our group therefore we welcome and celebrate diversity of opinion. We seek to model a high level of inclusivity that, in turn, is part of our service to the wider community.

PRACTICAL NOT THEORETICAL

- ❖ You appreciate that this course is primarily practical and experiential; and not academic. You commit to learning through experience, action and reflection.
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I have read this document and understand my rights and what is required of me on this course.

Student name (print):

Signature:

Date:

Course Centre:

spiritualcompanions.org