

Guidance for periods of recognised training

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Guidance for training trainee solicitors

- The Authorised Training Provider information pack [[/trainees/resources/authorised-training-provider-information-pack/](#)]

This document includes must-have information for training establishments and trainee solicitors, and should be your first port of call when checking the training contract requirements.

- Training trainee solicitors: Performance and development review – Sample appraisal form (PDF 6 pages, 74KB) [[globalassets/documents/students/training-contract/sampleappraisalform.pdf?version=48eccd](#)]

Although we do not prescribe the form of the appraisal documentation, this sample form can be used unaltered or adapted to suit individual requirements.

- Training trainee solicitors: Guidelines on monitoring periods of recognised training [[/trainees/period-recognised-training/guidance/guidelines-on-monitoring/](#)]

We monitor training providers to ensure that they are providing adequate training. These guidelines include full details of the monitoring scheme and procedures.

- Training trainee solicitors: Recognised training record (DOC 2 pages, 57KB) [[globalassets/documents/trainees/recognised-training-period-record.docx?version=4a1ab9](#)]

Training principals must ensure that trainees maintain an adequate record of their training throughout the period of recognised training. We do not prescribe the format of the training record, but recommend that it include several elements, all of which can be seen in this sample form.