



Terms and Conditions

1. Who we are and how to contact us

The Association of Apprentices enables apprentices to develop, network and connect by creating a platform where members can create a community, take online courses to improve their skills and knowledge, access information and guidance and attend events.

The Association of Apprentices also has two features, called AoA Connect (our social networking platform) and AoA Learn (our learning and development platform).

The Association of Apprentices is registered in England and Wales under company number 12343156 and has its registered office at 4th Floor 45 The Poynt, Wollaton Street, Nottingham, NG1 5FW. We are a not for profit company, limited by guarantee.

To contact us, please email hello@associationofapprentices.org.uk.

2. By using our sites, apps and/or services, you accept these Terms and Conditions

By using our sites, apps and/or services, including AoA Connect and AoA Learn, you confirm that you accept these terms and conditions and that you agree to comply with them. If you do not agree to these terms, you must not use our sites, apps and/or services.

We appreciate that some of the users of our sites, apps and/or services may access and use them for and on behalf of an organisation. Each such user confirms that they have the authority to accept these terms and conditions on behalf of their organisation and to bind their organisation to them.

3. Membership Eligibility and Benefits

Membership of the Association of Apprentices is open to current apprentices and individuals who have recently completed an apprenticeship. Membership is only open to UK residents.

Members will have access to the members' area of the Association's website, as well as our two features: AoA Connect and AoA Learn. Members will also be able to join exclusive events. We have created some of the content on our websites and apps ourselves, some is provided by third parties at our request.

We will ensure that Association's websites and apps are safe spaces for our members to spend their time and that no member is ever exposed to any form of abuse, discrimination, harassment or victimisation. We have a safeguarding policy and will adhere to it. If we learn of any content or interactions that fall short of our standards, we will take appropriate and timely action – e.g. removing content, disabling member accounts, blocking access and/or informing law enforcement. You can find our safeguarding policy [here](#).

Non-members will have access to news and information via the Association's website.

4. Corporate Membership

Organisations that employ apprentices ('employers') or train apprentices ('training providers') can choose to pay for their apprentices to become members of the Association of Apprentices.

Corporate Members will gain access to additional benefits (as listed on the Association's website), including the ability for the Corporate Membership account holder to gain access to AoA Learn. Only one member of the organisation should access AoA Learn.

5. Membership Costs and Terms

The Association is a not for profit organisation, so all money earned or donated is used in pursuing the Association's objectives and to keep it running.

All membership is for a 12-month period from the date of registration. Members will receive notification before their membership expires but membership can be cancelled at any time via the members' area of the Association website.

Individual current or recently completed apprentices

At this time, individual apprentices can register as members free of charge. We reserve the right to introduce membership fees for these groups at a future date if it is deemed necessary. This fee will be used to keep the Association running, not for profit. All affected members will receive ample warning if a membership fee is to be introduced.

Corporate Membership

SME employers and training providers can register up to 25 apprentices free of charge. However, we reserve the right to introduce membership fees for these groups at a future date if it is deemed necessary. This fee will be used to keep the Association running, not for profit. All affected members will receive ample warning if a membership fee is to be introduced.

Larger employers and training providers can access discounted rates for bulk enrolments and should contact the Association's team to find out more.

6. Members' commitment to the Association of Apprentices and our community

Membership of the Association of Apprentices is solely for current and recently completed apprentices. Other interested parties, including apprentice employers and training providers, can create a corporate account to sponsor their apprentices' membership – and, as such, the account holder can access AoA Learn. However, AoA Connect is only accessible to apprentice members themselves.

For safety reasons, the following people are not allowed to join the Association of Apprentices:

- Those under the age of 13
- Those who are convicted sex offenders
- Those who have previously been blocked or removed from the Association's membership for breaching our Terms or Policies

All members are required to:

- Only create one account
- Provide accurate information about themselves
- Keep their password secure – do not share it with others
- Keep their membership data up to date

Terms specific to AoA Connect:

- AoA Connect should only be accessed by current or recently completed apprentices who are members of the Association.
- Recently completed apprentices should only join the community on AoA Connect in their capacity as a past apprentice and not in any professional capacity that they may have (e.g. as an apprentice employer, manager or tutor).

Membership of the Association is non-transferable – your membership applies to you only.

We want all our members to enjoy using the Association's websites, apps and services. Therefore we want to encourage members to express themselves freely, but please bear in mind the following:

- These Terms & Conditions or any other community rules and policies must not be breached
- Members and users must not breach anyone else's rights, including their intellectual property rights
- Members and users must not use the Association's websites, apps or services to engage in any unlawful, fraudulent or discriminatory behaviour

We encourage members to report any content or conduct that they believe breaches their rights or breaks our Terms & Conditions or policies.

7. We may make changes to these Terms and Conditions

We may amend these terms and conditions from time to time. Every time you wish to use our site, please check these terms and conditions to ensure you understand the terms that apply at that time. These terms and conditions were most recently updated on 1 September 2022.

A user's continued use of the site after changes have been made will be taken to indicate that they have accepted and are bound by the updated terms and conditions.

8. We may make changes to our sites, apps and services

We may update and change our sites, apps and services from time to time to reflect changes to our services, our members' needs and our business priorities. We will try to give you reasonable notice of any major changes.

9. We may suspend or withdraw or restrict access to our sites, apps and services

We do not guarantee that our sites, apps and services or any content on them, will always be available or be uninterrupted. We may suspend or withdraw or restrict the availability of

all or any part of our sites, apps and services for business and operational reasons. We will try to give you reasonable notice of any suspension or withdrawal.

From time to time, we may restrict access to some parts of our site, or our entire site, to certain users who have registered with us.

10. You must keep your account details safe

If you choose, or you are provided with, a user identification code, password or any other piece of information as part of our security procedures, you must treat such information as confidential. You must not disclose it to any third party.

We have the right to disable any user identification code or password, whether chosen by you or allocated by us, at any time, if in our reasonable opinion you have failed to comply with any of the provisions of these terms and conditions.

If you know or suspect that anyone other than you knows your user identification code or password, you must promptly notify us at members@associationofapprentices.org.uk.

11. We are not responsible for third party websites we link to

Where our site contains links to other sites and resources provided by third parties, these links are provided for your information only. Such links should not be interpreted as approval by us of those linked websites or information you may obtain from them. We have no control over the contents of those sites or resources.

This does not apply to AoA Connect or AoA Learn.

12. User-generated content is not approved by us

AoA Connect will include information and materials uploaded by other users of the site, including to news feeds and chat rooms. This information and these materials have not been verified or approved by us. The views expressed by other users on our site do not represent our views or values.

If you wish to complain about information and materials uploaded by other users please contact us on members@associationofapprentices.org.uk.

13. Uploading content to our websites and apps

Whenever you make use of a feature that allows you to upload content to AoA Connect, or to make contact with other users on AoA Connect, you must comply with the standards laid out in the [Community Guidelines](#).

You warrant that any such contribution does comply with those standards, and you will be liable for any breach. This means you will be responsible for any loss or damage we suffer as a result of your breach of warranty.

Any content you upload to AoA Connect will be considered non-confidential and nonproprietary. You retain all of your ownership rights in your content, but you are required to grant us and other users of our site a limited licence to use, store and copy that content and to distribute and make it available to third parties.

We also have the right to disclose your identity to any third party who is claiming that any content posted or uploaded by you to our site constitutes a violation of their intellectual property rights, or of their right to privacy.

We have the right to remove any posting you make on AoA Connect if, in our opinion, your post does not comply with the content standards set out in our [Community Guidelines](#).

You are solely responsible for securing and backing up your content.

14. We are not responsible for viruses and you must not introduce them

We do not guarantee that our site will be secure or free from bugs or viruses.

You are responsible for configuring your information technology, computer programmes and platform to access our site. You should use your own virus protection software.

You must not misuse our site by knowingly introducing viruses, trojans, worms, logic bombs or other material that is malicious or technologically harmful. You must not attempt to gain unauthorised access to our site, the server on which our site is stored or any server, computer or database connected to our site. You must not attack our site via a denial-of service attack or a distributed denial-of service attack. By breaching this provision, you would commit a criminal offence under the Computer Misuse Act 1990. We will report any such breach to the relevant law enforcement authorities and we will co-operate with those authorities by disclosing your identity to them. In the event of such a breach, your right to use our websites, apps and services will cease immediately.

Please also review our separate [legal policy and disclaimer](#) and our [privacy policy](#).