

# Mash Meet Service Level Agreement (SLA)

This document explains your commitment as a Mash Meet host and the support that we'll provide.

## How Mash Meets work:

- Mash Meets are cluster CPD sessions
- They normally start at 4pm and last 1 to 1.5 hours (timings are flexible)
- Each Mash Meet has a specific focus, this is usually 'An Introduction to Purple Mash' but we also offer more targeted sessions (this will be agreed in advance)
- They can be run on a week day of your choice (we recommend Thursdays)
- All primary school teachers are welcome, even if they don't yet subscribe to Purple Mash
- Mash Meets are only available in the UK

## Your commitment:

- To ensure **attendance from at least ten teachers from a minimum of 3 schools** (this could be 8 of your own staff and 2 teachers from other schools, or any other combination)
- The attendance threshold must be reached at least 48hrs before the Mash Meet date
- To provide a suitable room with enough desktops or laptops for everyone
- To make tea, coffee and water available - we'll supply the biscuits!

As well as the running the CPD session we can provide additional marketing support to help you promote the Mash Meet and reach the attendance threshold faster.

## How we can support you:

- We'll provide a PDF emailable invite for you to share
- We can advertise your Mash Meet on our website and allow people to signup online

We have a large number of schools offering to host sessions, we can't guarantee to run a session at your school.

## How host schools are chosen:

- Your confidence in reaching the attendance threshold
- Your facilities e.g. availability of laptops and hardware
- Your proximity to other schools in the area
- Your existing relationships with other schools in the area

## Cancellations and penalties:

- If you have **not reached the 10 attendee and 3 school threshold** 5 working days before the Mash Meet is due to take place it will be cancelled. It will be your obligation to inform your invitees of the cancellation, we will inform any attendees that signed up online
- If **your own staff fail to attend on the day**, without prior notice, a penalty fee of £100 (to cover costs) will be applied
- You are not liable for the on-the-day attendance of teachers from other schools
- 2Simple reserve the right to cancel the Mash Meet at any point, but this would only be done if absolutely necessary

If you have questions, please email [cpd@2simple.com](mailto:cpd@2simple.com) or call us on 020 8 203 1781

