Human Rights Training

Information Booklet
2026

The British Institute of Human Rights

Contact us:
training@bihr.org.uk

Find out more:
bihr.org.uk/human-rights-training

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1. Introduction

Thank you for expressing an interest in the human rights training offered by The British Institute of Human Rights (BIHR). This information booklet outlines the type of learning and development support that we offer (we use the term "training" for short) and confirms our fees.

If you wish to book training, please read this booklet carefully before filling out the accompanying booking form and emailing it to training@bihr.org.uk. If you have any questions about the contents of this booklet, or when filling out the booking form, please also feel free to email us at training@bihr.org.uk.

2. About our human rights training

BIHR offers human rights training to voluntary, third sector and not-for-profit organisations, to organisations providing publicly funded and statutory services, and to private sector organisations.

Our training aims to build the capacity of participants to use and apply human rights law in their lives and/or work. Our focus is on the rights and duties in the UK Human Rights Act and how these are put into everyday practice, including in relation to other laws and policies (and where relevant, international laws such as the European Convention on Human Rights and UN conventions). As far as possible, we tailor the content of our training to the organisation and participants to whom we are delivering the training. The content will also be determined by the type of training workshop booked (see Section 4 of this booklet).

As standard, however, training will include information on human rights and the Human Rights Act, and on the specific rights within the Human Rights Act that are most relevant to participants.

3. Online and face-to-face training

We are able to deliver training either online or face-to-face (in the UK and with the client being responsible for arranging and covering the cost of the venue and equipment for face-to-face training). Information on both online and face-to-face training options are provided later in this booklet.

4. The types of training workshop we offer

Workshop Type A: Upskilling Workshop (one-off)
Duration: Up to 2 hours

- This is a shorter type of workshop designed to equip participants with the knowledge needed to recognise and respond to human rights issues in their everyday practice or advocacy work.
- There is a heavier focus on content delivery with shorter standardised activities supplied by BIHR.
- This type of workshop is a perfect introduction to, or refresher on, human rights law.
- If the duration is less than 2 hours (e.g. 90 minutes or 1 hour), the workshop would involve a talk which might address a policy issue or give a more general overview of human rights or our work at BIHR. Such a workshop would not include any participatory activities but could include a Q & A.

> "Knowledge is power and I learned so much at this session that I will not hesitate to use if the situation arises. I would definitely recommend the session."
>
> - Participant on BIHR Workshop with Carers Link East Dunbartonshire

Workshop Type B: Capacity-Building Workshop (one-off)
Duration: Up to 3 hours (and over 2 hours)

- This type of workshop is a mix of content delivery, activities and discussion to equip participants with the knowledge and confidence to apply human rights in their lives or practice.
- The longer duration allows more time for questions, discussions and activities where participants can apply the learning to relevant practice-based scenarios.
- This type of workshop can also cover how to apply human rights more broadly in policy or planning or how to raise a human rights issue.

> "Engaging session to learn more about Human Rights and our responsibility to protect, challenge and change culture to ensure that the human rights of those we work alongside are upheld."
>
> - Participant on BIHR Workshop with Leeds & York Partnership NHS Foundation Trust

4. The types of training workshop we offer (continued)

What a Half-Day Workshop Can Cover

A half-day workshop (up to 3 hours) offers a rich introduction to putting the Human Rights Act into everyday practice. Because our focus is on genuine learning, active participation, and space for questions and discussion, a single half-day session is focused on meaningfully cover three human rights.

One of these will **always** be **Article 14 – the right to non-discrimination**, because this right underpins equal access to all other human rights and is relevant across every setting, sector, and community.

Our strong recommendation - based on more than two decades of human rights practice with public bodies and communities - is that the other two rights should be:

- **Article 3 – the right to be free from inhuman or degrading treatment,** and
- **Article 8 – the right to respect for private and family life.**

These human rights are consistently the most useful for people working in services and for individuals accessing them. Together, Articles 3 and 8 cover a broad spectrum of issues: from serious harm and safety, to wellbeing, choice and control, relationships, autonomy, and privacy. They also work in a complementary way as many everyday situations sit along the Article 8 to Article 3 spectrum, and understanding the link between them is crucial for identifying risks early and taking proportionate, rights-respecting action.

Covering these three rights ensures participants leave the session with:

- a clear understanding of how the Human Rights Act works in real decision-making
- confidence in spotting when human rights may be at risk
- practical tools to take rights-respecting action in their own roles or advocacy.

If you would like us to cover additional rights or explore the full set of 16 rights in the Human Rights Act in more depth, this will require additional workshop time or a series of sessions. We are very happy to discuss options to ensure the training meets your needs.

4. The types of training workshop we offer (continued)

Workshop Type C: Two-Part Workshop
Duration: 2 x 2.5 - 3 hour sessions

Our two-part model offers more time and space for reflection on practice than our one-part model and will be even more closely tailored to your organisation or group and its specific needs.

- This type of workshop is designed to build participants' knowledge and confidence in human rights and embed this into their everyday approach to their work.
- Examples of suggested content: Introduction to human rights law; history, aims and how it works; key rights; practical examples and discussion; frameworks and action planning.

> "The session opened my eyes to how we can better utilise human rights to inform policy development."
>
> - Participant on BIHR Workshop with Swansea Public Services Board

> "The training provided us with a great insight into how human rights underpins our daily lives and provided us with the knowledge to challenge anything that can negatively affect these."
>
> - Participant on BIHR Workshop with Rock Trust

5. Workshops with Lived Experience Experts

For workshops that focus on Children and Adolescent Mental Health Services (CAMHS) services, we can offer lived experience co-production and co-delivery of the workshops. BIHR works with three Lived Experience Experts:

- Consultants with direct experience of Children and Adolescent Mental Health Services (CAMHS) in England. You can find out more about our experts here.
- Embedding real lived experience of accessing CAMHS services and linking this to human rights adds enormous value to the impact of our workshops. Co-producing and co-delivering workshops with our Lived Experience Experts means that the workshops focus on the experiences of people accessing services and highlight how using the Human Rights Act can be used to make sure decisions in services respect their human rights. Workshops co-delivered with Lived Experience Experts also mean questions can be answered from an LEE perspective on the spot.
- 100% of previous participants surveyed would recommend a co-delivered BIHR human rights session with one saying:

> "I guess it was a wakeup call - no matter how uncomfortable you may feel questioning policy / practice, it's nothing compared to the lasting impact on a young person's life if you don't."

- If you are booking a workshop that is linked to Children and Adolescent Mental Health Services, please do consider opting for this to be co-developed and co-delivered alongside our Lived Experience Experts. You can find out more by contacting training@bihr.org.uk.

> "Informative … helped link human rights to my job role in a meaningful manner. Everyone must attend a session to get a clear understanding of human rights."
>
> - Participant on BIHR Workshop for CAMHS staff within NHS England

Find out more about our Lived Experience Experts

6. Maximum numbers

- To ensure our training is as effective as possible, **the maximum number of participants we can accept in a workshop is 35**. If you wish to arrange training for more than our maximum number, you should book two or more dates.
- In exceptional circumstances, we may consider arranging a workshop for more than our maximum number. However, please contact us to discuss any such requirements before you submit your booking form.
- Please also note that additional fees will apply for workshops for more than our maximum number. With groups above our maximum number, we will also develop/adapt our materials and facilitation as needed to cater to the increased number of participants.

7. Online workshop administration

Our online workshops are delivered over MS Teams and, if you book an online workshop with us, we will:

- Set up the online workshop on MS Teams and provide you with the joining link and a pre-workshop survey link for you to distribute to participants. (Workshops delivered via MS Teams must be set up by BIHR so that we can administer and deliver the workshop effectively).
- Provide you with an auto-generated attendance report after the workshop showing the names used by attendees when signing into the online session.
- Provide you with a post-workshop survey link to distribute to the attendees.
- Make the slides used in the workshop available for download by the attendees at the end of the post-workshop survey.
- Provide a post-workshop survey report to you.

As standard, however, we do not set up or administer registration processes for workshops or handle any pre- or post-workshop communications directly with the participants. If you have such requirements, or if there are any other administrative requirements that you would like us to be responsible for, please contact us to discuss these before submitting your booking form.

8. Online platform requirements

As noted in Section 7, we will set up the online sessions for workshops and administer the workshops on the day, with delivery over MS Teams. (Workshops delivered over MS Teams must be set up by BIHR so that we can administer and deliver the workshops effectively).

If you prefer the online workshop to be delivered over Zoom, we are happy to do so provided you set up the workshop yourselves in your own Zoom account. If you do this however, please note that the BIHR trainer will need permission to: (a) share the presentation screen; (b) access the chat (to type / share links and read participant responses); (c) put people into breakout rooms, and (d) start and end (i.e. manage) breakout rooms. In addition, if we deliver the workshop over Zoom using your Zoom account:

- Attendees should have permission to open documents sent as links by BIHR.
- A designated individual from your organisation should be available on the day of the workshop, from 15 minutes before the workshop starts, to test that BIHR has the required permissions as listed above.
- A designated individual from your organisation, and who has the above permissions, should also be present during the workshop to step in and share screen, open breakout rooms etc. in case any obstacles arise on the day that prevent the above permissions being given to the BIHR trainer.

9. Accessibility needs

All materials we use in our workshops are prepared in plain language as standard (I.e. language designed to be as accessible, understandable and easy to read as possible by our target audience) but, as an additional step, we can also prepare the materials in Easy Read format if needed (Easy Read documents usually combine short, jargon-free sentences with simple, clear images to help explain the content). If this is a requirement, please indicate this in the relevant section of the booking form.

If participants have any other accessibility needs (e.g. BSL interpretation) the cost of meeting such needs is not included in the fees given later in this booklet; these will be charged to the client organisation separately. Please indicate in the relevant section of the booking form if there are any other accessibility needs. (If you become aware of any such needs after submitting the booking form, please let us know at least 2 weeks prior to the training).

10. Fees for online workshops

Organisation	Workshop		
	(A) Upskilling Workshop	(B) Capacity-Building Workshop	(C) Two-Part Workshop
Private sector organisation	£1,395	£1,610	£3,220
Organisation providing publicly funded or statutory services*	£1,055	£1,315	£2,630
Charitable, other third sector or voluntary organisation with annual turnover above £500K	£705	£880	£1,760
Charitable, other third sector or voluntary organisation with annual turnover from £100K to £500K	£595	£740	£1,480
Charitable, other third sector or voluntary organisation with annual turnover below £100K	£495	£615	£1,230

* Any organisation providing publicly funded or statutory services including, for example, NHS trusts and local authorities, charitable organisations delivering public services, and universities in receipt of public funding

11. Fees for face-to-face workshops

Organisation	Workshop		
	(A) Upskilling Workshop	(B) Capacity-Building Workshop	(C) Two-Part Workshop
Private sector organisation	£2,110	£2,325	£4,650
Organisation providing publicly funded or statutory services*	£1,770	£2,030	£4,060
Charitable, other third sector or voluntary organisation with annual turnover above £500K	£1,420	£1,595	£3,190
Charitable, other third sector or voluntary organisation with annual turnover from £100K to £500K	£1,310	£1,455	£2,910
Charitable, other third sector or voluntary organisation with annual turnover below £100K	£1,210	£1,330	£2,660

* Any organisation providing publicly funded or statutory services including, for example, NHS trusts and local authorities, charitable organisations delivering public services, and universities in receipt of public funding

- **You will be responsible for arranging and paying for any rooms and equipment required for the training to be delivered.**
- **Our fees will cover any UK travel, accommodation and subsistence costs that we incur in delivering the training face-to-face, irrespective of location within the UK, as well as any costs we incur in providing hard copies of any training materials.**

- When delivering training face-to-face, we will also:
  - give you a pre-workshop survey link for you to distribute to participants;
  - take attendance registers on the day;
  - provide a post-workshop link direct to participants on the day;
  - make the slides used in the workshop available for download by the attendees at the end of the post-workshop survey;
  - provide a standard post-workshop survey report to you.

12. Fees for full-day workshops

- If you are arranging face-to-face training, we can deliver a full-day workshop if you wish us to. (We do not deliver full-day workshops online). Full-day workshops are for 5 hours, with a 1-hour lunch break. Fees are as shown in the table below:

Private sector organisation	£3,720
Organisation providing publicly funded or statutory services*	£3,085
Charitable, other third sector or voluntary organisation with annual turnover above £500K	£2,300
Charitable, other third sector or voluntary organisation with annual turnover from £100K to £500K	£2,050
Charitable, other third sector or voluntary organisation with annual turnover below £100K	£1,825

- As with all face-to-face training, these fees will cover any UK travel, accommodation and subsistence costs that we incur in delivering the training face-to-face, irrespective of location within the UK, as well as any costs we incur in providing hard copies of any training materials.
- You will be responsible for arranging and paying for any rooms and equipment required for the training to be delivered.

13. Contact us for fees about...

- Please contact us (via training@bihr.org.uk) if you would like information on:
  - fees for workshops with a Lived Experience Expert (see Section 5);
  - fees for groups larger than our maximum.

14. VAT

No VAT is payable on our fees. As a registered charity, BIHR is an eligible body under the VAT Act 1994, Schedule 9, Group 6 and our provision of education and training is therefore exempt from VAT.

15. Certificates

The fees listed earlier in this booklet do not cover the provision of attendance certificates.

However, certificates can be issued on the following basis:

Type of workshop	Total additional fee to issue certificates for all qualifying participants
One-off workshop, two-part workshop, delivered online or face-to-face to up 35 participants.	£225

Please note:

- Certificates confirm **attendance** at the workshop; they do not confirm "successful completion".
- Certificates can only be issued to participants who attend **for the full duration** of the workshop.
- For online workshops, we can issue certificates only where **BIHR has set up the online meeting**, as this enables us to verify attendance accurately.
- Certificates are **electronic only**. We are unable to provide hard copy certificates.
- We will provide all certificates to you, as the client / commissioning organisation, so that you can distribute them to individual attendees. We are not able to send certificates directly to participants.

If you would like certificates issued for your workshop, please indicate this on the booking form.

16. Continuing Professional Development (CPD)

Our human rights training offers significant opportunities for Continuing Professional Development (CPD). Participants consistently tell us that our workshops deepen their understanding of human rights law and strengthen their confidence in applying rights-based approaches in everyday practice. This reflective and practical learning can make a valuable contribution to many professional CPD requirements.

Many staff are able to record the training they've completed with BIHR as part of their CPD, even without a certificate. Where a certificate is preferred or required, this can be requested as outlined in Section 15.

While our training is widely used by staff for CPD purposes, please note that BIHR does not currently seek formal CPD accreditation. This means that, in a small number of cases, organisations or professional bodies may not accept the training or certificate for formal CPD credits.

If you require training that is formally CPD certified, please let us know before booking. We are happy to discuss possible options and whether formal CPD accreditation can be arranged for your specific training needs.

17. Completing/submitting the booking form

If you wish to book a workshop, please fill out the accompanying booking form and submit it to training@bihr.org.uk.

When filling out the form, please give as much detail as possible. This will help us plan the training more effectively and ensure smoother administration of the event. If you have any questions when filling out the booking form, please don't hesitate to get in touch with us at training@bihr.org.uk.

Please submit your booking form at least 12 weeks before your preferred training date. It is unlikely that we will be able to accept the booking if it is submitted any later than this.

After you have submitted your booking form, we will be in touch with you as soon as possible to let you know if we can accept your booking and confirm the training date or to raise any queries.

18. Terms of payment

Payment is due in full at least one month before the confirmed training date. We will aim to invoice you at least two months before the confirmed training date, with the invoice payable within 30 days of receipt.

If a Purchase Order is needed from you in order for us to issue our invoice, we must receive the PO at least two months before the confirmed training date so that we can issue our invoice on time.

If we have not received the PO at least two months before the training date, or if we have not received payment in full at least one month before the confirmed training date, we reserve the right to cancel or postpone the training.

If you are late making payment of any fees due, we also reserve the right to charge interest at the 'statutory interest' rate (currently 8% above the Bank of England base rate), as well as a debt recovery fee of £60. However, we will do our utmost to avoid having to make such charges by engaging with you constructively to ensure payments are made as promptly as possible and by giving you ample notice of any future intention on our part to make any such charges, so that you can then take steps to avoid them.

19. Cancellation

After we have confirmed your booking, if you cancel:

- more than 12 weeks before the training date, no fee is payable.
- more than 8 and up to 12 weeks before the training date, one third of the fee is payable;.
- more than 4 and up to 8 weeks before the training date, two thirds of the fee are payable;
- up to 4 weeks before the training date, the fee is payable in full.

In the unlikely event that we have to cancel the training, we will refund any fees already paid in full (unless the cancellation results from our not having received the Purchase Order or payment in good time, as outlined above).

20. Data protection

The information you provide on your booking form is protected by UK data protection legislation and will be used by BIHR only in connection with the development, delivery and administration of the training that you book. With your consent, however, we may mention your organisation's name when posting to social media about our online human rights training workshops. Please indicate on the booking form whether you are happy for us to mention your organisation's name or not when we post to social media

21. Other training offers

In addition to the training workshops outlined in Section 4 of this booklet, we also have a number of other training offers. These are listed below and outlined in more detail on the subsequent pages.

- Practice Leads Programmes
- Change Programmes
- Event talks
- Resources
- Lunch & Learns

Practice Leads Programme
Duration: 5 x full-day sessions

- The Practice Leads programme consists of a 5 day bespoke practice based course. This can be delivered in a number of different ways e.g. via 10 half day online workshops or via a blended approach of a mix of online and in person workshops.
- The aim of a Human Rights Practice Leads programme is to support the long term embedding of human rights learning and development internally. This type of programme works best for a mixed cohort of staff from different levels within organisations. This is important to ensure that human rights do not become relegated to one part of the service and to demonstrate an organisational wide commitment to a human rights approach across all areas of work.
- All our Practice Leads programmes are bespoke. The aim is to provide BIHR's expert support to enable leads to develop capacity to work in a rights respecting way and to support their colleagues, rather than offer generic training sessions. The first 2 sessions ideally would aim to solidify leads' human rights knowledge and confidence. The further sessions would be skillset sessions, produced in response to issues and areas of interest identified by the leads taking part in the programme.
- **Fees – Please contact us on training@bihr.org.uk to discuss your requirements**.

Change Programme
Duration: Based on programme customised to requirements

- A consultancy programme that supports you to review existing approaches/attitudes to human rights and to plan and implement changes to embed human rights at every level of your organisation.
- The programme will be tailored to your specific organisational needs. This will look different for different organisations but might include: an initial project fact finding report; an in-depth consultation; capacity building sessions for staff (and potentially some of the people you support); planning and designing future policy and practice; provision of expert recommendations for further embedding a human rights-based approach within your organisation.
- **Fees – Please contact us on training@bihr.org.uk to discuss your requirements**.

Event talks
Duration: Up to 60 minutes

- A one-off webinar or in person talk in relation to your particular areas of work or interest.
- This type of workshop is ideal for organisations or individuals organising information events for sector colleagues, staff or people accessing services.
- Talks can address a specific policy issue or a more general overview of human rights or BIHR's work. All of our talks are bespoke, tailored to what is most appropriate for your staff. You can also choose a focused talk, centred around human rights in relation to a particular topic.
- **Fees – In many instances, fees will be charged in line with the workshop fees in this booklet. However, in some instances we may be able to offer a reduced fee. Please therefore contact us on training@bihr.org.uk with details of your event and we will get back to you with our proposed pricing.**

Resources
Duration: Available as a stand-alone or add-on service

- **Pre-session Resources -** We can hand-pick digital pre-course materials from our range of resources for participants to access in advance of the workshops. This supports participants to prepare for the online workshops and to get insight into the type of material that will be explored. Resources range from digital copies of our popular paper resources or alternatively we have a range of short videos and online tools. We can send resources for an appointed lead to disseminate to staff.
- **Bespoke Resources -** We can work with you to co-produce a human rights resource to support staff or the people that use your services. The resource will increase knowledge and confidence in using human rights to inform staff practice and support people accessing services to feel empowered in knowing their rights and asking for these to be met.
- Resource creation within Bespoke Resources will follow a 3-stage co-production process:
    1. Mapping: Discovering what is needed
    2. Creating: Drafting content for a resource
    3. Testing: Making sure the resource works for the people it is aimed at.
- **Fees – Please contact us on training@bihr.org.uk to discuss your requirements.**

Lunch & Learns
Duration: A series of 45 - 60 minute sessions

- A series of short, bite-size training sessions for participants to access over lunch (or any time of the day!).
- This type of session is ideal for busy organisations or groups who cannot dedicate long periods of time for training or have a specific interest area. Whilst this style of learning is intensive, it is beneficial, and can deliver key messages in a concise and memorable way to staff.
- Typically each session in the series will cover a different topic delivered every week, fortnight or month to the same group. In some circumstances, however, we may consider delivering a series comprising one focused session repeated for different groups of participants.
- **Fees – Please contact us on training@bihr.org.uk to discuss your requirements.**