**FIRST AID COURSE BOOKING FORM and PRE COURSE INFORMATION:**

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| --- | --- | --- |
| **Course Date and title:** |  |  |
| **Time:** |  |  |
| **Location:** |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Company/organisation (if applicable) : | | | |
| Title |  | Occupation |  |
| Name |  | Are you over 18? | Yes/ No |
| Surname |  | **Date of birth** |  |
| Email Address: |  | | |

**How can we contact you? Over 18s only.**



**Advice given to participants on first aid courses:**

We encourage participants to keep informed about changes to Covid regulations and procedures, and be aware that these might change before the first aid course goes ahead.

The following guidelines will help you to protect yourself and those around you:

•            Follow individual, local and government guidance about vaccinations, wearing masks and social distancing.

•            Participants are strongly encouraged to conduct an LFT 24 hours before the course if they have a test kit available.

•            Clean your hands frequently with alcohol-based hand rub, or soap and water.

•            Cover your mouth and nose with a bent elbow or tissue when you cough or sneeze. Dispose of used tissues immediately and clean hands regularly.

•            If you feel unwell for any reason or develop symptoms or test positive for COVID-19, self-isolate until you recover.  Follow current Covid regulations and procedures,

|  |
| --- |
| Telephone or Mobile |
| Any Significant medical details: (Please inform trainer) |

**Standard Terms of Business:**

Thank you for choosing Outdoor Mentor to provide your training; we look forward to welcoming you on one of our first aid courses.

PLEASE BRING WITH YOU...

* Comfortable clothes, suitable for rolling around the floor in and getting dirty.
* Warm/waterproof clothing & footwear (including hat & gloves) all courses have outdoor elements of first aid/ casualty management.
* Please also bring clean footwear for indoor use.
* Pen and paper for notes
* Packed Lunch, snacks and drink for the day. Please avoid products with Nuts.

**Payment: Account Richard Hathway 41786971 Sort Code 09-06-66 Santander**

Health & Safety brief:

* Please inform the First Aid trainer of any details of medical conditions, allergies or personal issues you think we need to know about.
* First Aid training is practical and active. We would normally expect participants to be capable of kneeling, bending, lying down, performing simulated CPR and able to take a full and active part by acting as casualties for both the trainer/s and each other.
* If you feel uncomfortable or have any concerns whatsoever please do not hesitate to inform our experienced trainer/s who may well have a strategy for helping you throughout
* You instructor will give you a safety brief on what to do in an emergency i.e fire or an evacuation/ emergency procedures before your course starts.

Attendance/Assessment: In order to meet the assessment standards of the course, it is essential that candidates attend every session and are punctual. You will be assessed on the ability to act safely, promptly and effectively when a simulated emergency occurs and to deal with a casualty/ casualties.

**Emergency First Aid at Work EFAW/ EPAW (6 hours) and First Aid at Work FAW (3 days)**

MEETS THE REQUIREMENTS OF the HSE Regulations and is valid for 3 years. I.E The ability to maintain statutory first aid requirements for a place of work according to HSE ’81 and ’97 regulations. Certificates will normally be issued within three to four weeks of completion of the course, PROVIDING that full payment has been received.

Completion of this booking form is an acknowledgement that you have read, and agree with the standard terms of business for Outdoor Mentor.

I consent to Outdoor Mentor contacting me by □ post □ phone □email to keep me informed about news, events, activities and services from Outdoor Mentor.

I consent for photos taken on First Aid courses to be used on the Outdoor Mentor website/ social media/ marketing materials. Please note that your name will not be published with the image. □ yes □ no

Signed: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**