



First Class First Aid Training



BOOKING FORM

BOOKING FORM, TERMS, CONDITIONS & PREREQUISITES

Please print, complete and send the completed booking form to:

FIRST CLASS FIRST AID 16 Middlebere Crescent, Hamworthy
Poole Dorset, BH16 5BG.

Course Required:

Venue:

Course Dates:

Number of Places Required:

Candidate Name:

Company Name: (if Applicable)

Job Role: (if Applicable)

Invoice Address:

.....

E-mail:

Tel no:

Other Attendees:

(where applicable)

.....

.....

Contact Name & Email address of person making this booking:

.....

.....

I enclose a cheque for £ Made payable to **FIRST CLASS FIRST AID.**

Order No (where applicable) **Please invoice me/my organisation for £**

Signed:

Date:



First Class First Aid Training



BOOKING FORM

BOOKING FORM, TERMS, CONDITIONS & PREREQUISITES

Terms and Conditions of Booking for First Aid and Health & Safety Awards

- Candidates must be 16 years of age or older and must attend all sessions in order to take the final assessment. Failure to attend all sessions may result in being withdrawn from the course and the full fee will be levied/charged.
- It is the responsibility of the candidate to ensure that he/she is familiar with the prerequisites you must satisfy to attend the course and by booking, confirms that he/she can meet these requirements.
- Occasionally, some students find the intensive nature of the course difficult, in particular if their learning or physical ability is poor. The full fee will be levied in the event of the candidate being unable to complete or wishing to discontinue the course for whatever reason. This includes being withdrawn for medical grounds howsoever caused.
- Payment must be received no later than 2 weeks prior to the scheduled start of the course or within 14 days of invoice (whichever is sooner) unless otherwise agreed.
- Written cancellations received with no less than 4 weeks' notice will be accepted and refunded in full. Written cancellations of between 2 and 4 weeks' notice prior to the start date of the course will incur 50% charge.
- Written cancellations with less than 2 weeks' notice prior to the start of the course, no shows on the day of the training or withdrawal from the course will incur a 100% charge. Substitutes can be nominated in place of the original candidate at short notice prior to the course if required.
- The Programme is correct at time of printing and we reserve the right to change and amend if necessary. First Class First Aid Training will not be held responsible for consequential losses however caused.
- Courses require a minimum number of candidates; we reserve the right to cancel courses with an option of an alternative date or a full refund. In the unlikely event of this happening First Class First Aid Training will endeavour to give all those concerned as much notice as possible. First Class First Aid Training will not be held responsible for consequential losses at any time.
- In the event of a candidate being unable to attend or complete the course due to the Corona Virus then they will be offered a mutually convenient alternative date to attend a future course when they are safe to do so/continue. This will be held as a credit for 12 months. They can also exercise their right to nominate a substitute candidate if necessary.
- In the event of a candidate being judged unwell enough to attend the course (signs of flu/persistent dry cough/high temperature) or suspected of suffering symptoms of infection, including those of the Corona Virus, then we may refuse you acceptance onto the training and offer a mutually convenient alternative date to return and attend a future course. The instructor's decision is final. First Class First Aid Training accept no responsibility for consequential losses howsoever caused in relation to any of the above.



First Class First Aid Training



BOOKING FORM

BOOKING FORM, TERMS, CONDITIONS & PREREQUISITES

Prerequisites for First Aid and Health & Safety Courses.

The course you have booked on to is a well respected qualification which requires commitment, hard work and a certain level of physical and cognitive ability in order to attain the qualification. The following prerequisites and guidance are formulated in order for you to be informed and prepared for what is involved for the course that you have booked on.

In order to enrol on any of the courses named above you will need to be aware of and be able to:

- Have a good grasp of written and spoken English. This is particularly important in order to complete the ongoing assessments within the course.
- Be in good general health, more specifically be happy to kneel, bend and be turned from front to back as part of the training.
- Attend and show competence in all sessions of the training in order to gain certification.
- Advise us of any special educational needs you may have in relation to learning or absorbing a large amount of information in a fairly short time. Please contact us prior if needed so that we can plan your learning and give extra help and advice prior to the course if needed.