

## New Forest First Aid Training



Dear delegate,

Thank you for booking the First Aid Course with us, we are looking forward to meeting you on the course. Below you will find joining instructions with venue information, payment information, cancellation terms and contact details.

### Venue information & timings:

**Level 3 Certified Emergency First Aid at Work (EFAW) : 9.00 am to 3.45pm**  
**Level 3 Forestry (+F) course (optional add-on): 3.45pm-5.45pm**

**Location:** St Ives and St Leonards Village Hall, Braeside Rd, St Leonards.  
Dorset. BH24 2PH.

We will be in either the Annexe (room at the front of the building) or the Russell Room (accessed at the rear of the building) - follow the blue and white signs on the Hall wall. You will be informed of the room prior to the course.

*What3words.com address: driven.saying.double*

**Parking:** plenty of free parking is available

**What to bring:** pen, your own mug, packed lunch and water.  
Hot drinks, biscuits and all training materials including a manual will be provided.

Please also bring your own towel or blanket to kneel/lie on for the practical sessions and a piece of ID as well.

Please do not attend the course if you are unwell.

**Payment information:** At time of booking you are asked whether you would like a secure payment link or an invoice to be sent. Please let us know if you have not received either an invoice or a secure payment link.

Please ensure payment is made before the course and quote the invoice number or your company name/surname as the reference when making payment.

**Cancellations:** if you are unable to attend the course, please let us know as soon as you can. For cancellations made less than 72 hours prior to the course, there will be no refund. For all other cancellations the amount of the refund will be dependent on us filling the place. If you cancel but are able to book onto another course, no extra charge will be made for re-booking that course.

**Course information:**

The course is a mix of powerpoint sessions; practical sessions e.g. with manikins, dressings, practising various positions used in First Aid, using the defibrillator trainer machine; as well as quiz based learning activities and group scenarios. The practical sessions will be floor based, please let us know if kneeling or floor work with manikins is difficult for you due to knee, back, neck or shoulder problems.

There is no written assessment, but there are practical sessions that are assessed. For further course syllabus information, please download the Nuco EFAW information sheet from the website (scroll down on the “Upcoming Courses”) page to locate this download.

Upon successful completion of each course, you will receive an E-certificate which is valid for 3 years. The certificates are issued by First Aid Awards, an Ofqual regulated organisation. Hard copies are available on request and are an extra £5.

The Instructor will either be myself or one of my team of Instructors, all of whom are experienced Nuco Trainers.

**Contact details:**

Mobile number: 07847 033343

E-Mail: [newforestfirstaid@gmail.com](mailto:newforestfirstaid@gmail.com)

Please feel free to ask any questions you may have about the course.

With best wishes,

Sarah & team.

New Forest First Aid Training.