

All about Connection



**Rooted
in Nature**
COMMUNITY INTEREST
COMPANY 11077312

ITC 16hr Outdoor First Aid course on Saturday 1st and 2nd March 2025 at The Eagle Canoe Club, Helford Street, Norwich, NR2 4LY

We are delighted that you are able to attend the Outdoor First Aid course which runs from 9am to 6pm both days. This is a full 2-day course, and you need to make sure you attend all of it to complete the ITC 16hr Outdoor First Aid Training.

Course details as follows:

Course: ITC 16 hour Outdoor First Aid Certificate

Date: Saturday 1st and 2nd March 2025

Time: 9am-6pm both days

This course is being delivered by Maxine from Peritia Training who are a registered centre with ITC First who are an Awarding Organisation Regulated by Ofqual and SQA Accreditation. The course is a mix of presentation and practice in delivery, you will be given opportunities to 'assess for danger!' and practice first aid on each other throughout the 2 days! On the second day you will apply your first aid knowledge in an outdoors context in different first aid scenarios.

Venue Domestics

You can view a location map of Eagle Canoe Centre on their website

<https://www.eaglecanoecub.co.uk/contact>

Car parking: drive through the main entrance and park in front of the hedge to the left of the second gate. Please do not park in front of the area that says Scouts (red posts). If you are not sure on arrival, please ask.

Catering

Please bring a packed lunch but we will provide tea, coffee and individually packed biscuits. Each day will be started at 9am promptly with hot water available from 8.45am.

There will be a mid-morning and mid-afternoon break, tea, coffee, squash and biscuits will be provided. Half an hour will be allowed for lunch, you will need to bring a packed lunch. Please let us know if you require a non-dairy alternative to milk or if there are any other dietary requirements, we need to be aware of.

Identification

Identity fraud is an issue that we take seriously. When completing the course register on the first day you will be asked to provide a form of identification. Please bring a form of photographic ID such as a driving licence or passport. If neither of those are available, then a photographic work ID card will be accepted. If no evidence of ID is provided, the ITC awarding body will be unable to issue a certificate until identity can be confirmed.

Clothing

This is an active course, there is a lot of rolling around practising first aid techniques. Please wear suitable clothing that you do not mind lying down on the floor in.

Much of this course will take place outdoors, please bring a waterproof jacket, waterproof trousers and outdoor boots/shoes. If the weather is cold, we also recommend hat and gloves.

DISCOVER MORE

www.rootedinnature.org.uk

Registered Office 6 Fiddle Wood Road, Old Catton, Norwich, NR6 6DW

ROOTED IN NATURE CIC Company Number 11077312

Contact Us at hello@rootedinnature.org.uk



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Programme

8.45 to 9:00 Arrival, coffee and registration

Outline programme for both days

- 9:00- 11:00 Session 1
- 11:00 to 11:15 Break
- 11:15 to 13:00 Session 2
- 13:00 to 13:30 Lunch
- 13:30 to 15.30 Session 3
- 15.30 to 15:45 Break
- 15:45 to 18.00 Session 4

If you arrive after 9:15am you will NOT be able to complete the qualification.

Assessment

The course does have an element of assessment. In order to pass the course attendees are required to take a full and active part in practising all of the procedures and protocols taught to provide for the necessary continual assessment opportunities.

Requests for reasonable assessment adjustments by individuals with unique needs will be considered by Peritia Training Ltd and submitted to ITC First Aid Ltd as the awarding body, using forms C4 Access to Training and Assessment Form or C7 Special Considerations Form. ITC require a minimum of 5 working days to approve a reasonable adjustment request. For more information, please read our Equality, Diversity and Fair Assessment Policy. All policies and forms are available by request or on the day of training by viewing our policy folder.

Health & Safety

Our First Aid training courses are active and practical in nature. If during any part of the practical sessions you feel uncomfortable or in danger, stop and ask the trainer for guidance.

Always be aware of your back when lifting, your knees when kneeling, and as ever assess your own safety first. Remember personal hygiene, for instance by making sure you wipe your manikin before use.

If you have any medical conditions or injuries, which could affect your performance, please bring them to the attention of our trainers at the start of the course.

Course members are expected to behave in a safe reasonable manner towards other participants and equipment.

Be Aware: We talk in detail about injuries and illness that can, in some instances, remind participants of past events. If you find this happening, please bring it to the attention of the trainers sooner rather than later. Also, this is a practical course and will involve contact with other students. If you are not happy to touch another person, then unfortunately you would not be able to pass the assessments required for the qualification.

Course notes: A course manual is provided. These are designed to save you taking copious notes, and act as an aide memoir after the course is completed. You may wish to bring a notebook and pen if that supports your learning.

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Reminder of Terms and Conditions agreed via booking on the website

Cancellations and Refunds Cancellation by the client

1. All cancellations must be in writing with evidence of receipt/ confirmation.
2. All deposits are non-refundable.
3. Cancellations less than 12 weeks before the course; 50% of full payment will be refunded or 50% will be charged.
4. Cancellations of less than 8 weeks before the course; 25% of full payment will be refunded or 75% will be charged.
5. Cancellations of less than 4 weeks before the start day no refunds will be made, or the full amount will still be charged.
6. In exceptional circumstances we MIGHT be able to transfer your place to another course- this depends on the availability of another course and the reasons for postponing. We may be able to offer a refund minus an administration fee of 10% of the total course fee but this is in extreme circumstances where we try to offer a compassionate response.

Cancellation by Rooted in Nature

1. Whilst every attempt is made to ensure that courses run, we will notify the client first by mobile text and then by email writing as soon as practical where we believe on reasonable grounds that cancellation is necessary due to factors beyond our control i.e. dangerous and/or unsuitable conditions for the course.
2. All monies paid to Rooted in Nature CIC in respect of the booking would be refunded in full or offered an alternative event/ date unless the booking was terminated due to the client failing to meet the booking conditions.

If you have any worries, concerns or require further information, please do not hesitate to contact us.

We look forward to meeting you on the course.

**Best Wishes,
Emma and Maxine**

Reminder to bring:

- *Packed Lunch each day. Access to fridges is available*
- *Pen and Paper (if you're a note taker)*
- *Any personal medication you need*
- *Appropriate clothing & footwear for being outdoors*
- *Photo ID (Driving licence or passport)*
- *Maybe bring a cushion if you would like a slightly comfier seat!*

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