



Community Education  
 Witchford Village College  
 Manor Road, Witchford, CB6 2JA  
[www.witchfordcollege.co.uk](http://www.witchfordcollege.co.uk)  
 Tel: 01353 664468

## Course Information

### HSE Emergency First Aid at Work

The aims and objectives of the HSE (Health & Safety Executive) Emergency First Aid at Work course are to enable individuals designated as the First Aider at work to carry out appropriate first aid in an emergency situation. All successful attendees will be awarded a certificate approved by the HSE, this certificate is valid for 3 years.

Target Group	This course is the minimum acceptable by the HSE for First Aiders in smaller or low risk workplaces.	
Skills or entry qualification	No previous knowledge or experience required.	
Programme area	1	
Venue	Witchford Village College	
Start Date	27 November 2010 or 19 March 2011	
Day of the week	Saturday	
Time	9.30 a.m. to 3.30 p.m.	
Learning Outcomes	You will be able to manage a casualty who is injured at work, or suffers from a serious illness, until the emergency services arrive.	
How will your progress and success be monitored and recorded?	Ongoing assessment by the Instructor throughout the course. There is no final assessment but the instructor observes attendees practice sessions as the training progresses to ensure the required level of understanding.	
Course Level	Mixed Ability	√
	Pre Entry	
	Level 1	
	Level 2 equivalent to 5 A-Cs GCSE or NVQ2	
	Level 3 equivalent GCE A Level	
Tuition Fee	£60	
Concessionary fee	N/A	
Additional Costs		

Requirements for first class	Pen and paper. Please bring a packed lunch with you - there are no facilities on site.
What else will you have to do	We ask all students to complete an Enrolment form giving your details and it includes specific information for student monitoring by the Learning & Skills Council and is a requirement of entry to the course.
How do we know if you are happy with your course	We will offer you the opportunity to complete an end of course evaluation, where you can let us have your feedback on the tuition and other elements of your course. We encourage your views as it enables us to improve the courses we offer. You may contact us at other times if you wish.
What else do we ask of you?	We would like you to let us know if you are unable to turn up to a class or are having any long-term difficulties. We like to know if there is a problem.
Equalities Statement	WVC operates an Equality of Opportunity policy. We will ensure that resources and equipment are accessible to all and make reasonable adjustments to ensure that all can access activities. If you have specific needs, which may affect your learning you are entitled to a confidential interview where we can look at the support you require. We believe that everyone is entitled to learn in an environment that is free from discriminatory behaviour so we building a learning community based on mutual respect and trust.
Contact Us:	Email <a href="mailto:scook2@witchfordvillage.cambs.sch.uk">scook2@witchfordvillage.cambs.sch.uk</a> Or telephone 01353 664468.