Training Provider







Fire Protection Association





Centre No.: 0907519

Tel: 0808 123 2401 E-mail: <u>admin@1staidfire.com</u> www.1stAidFire.com 150 Darland Avenue, Gillingham Kent ME7 3AS

> Registered Company No. 07586711 VAT Reg. 884 0770 01

Contents

Cover Page	1
Contents	2
About 1 st Aid Fire	3-4
Trainers	5
Level 3 First Aid at Work Qualification	6
Level 3 First Aid at Work Re-Qualification	7
Level 3 Emergency First Aid at Work Qualification	8
Level 2 Basic Life Support, CPR & AED Qualification	9
Annual First Aid Refresher	10
Level 3 Paediatric First Aid Qualification	11
Level 3 Emergency Paediatric First Aid Qualification	12
Level 1 Fire Awareness Qualification	13
Level 2 Fire Safety Principles Qualification	14
Ski Sheet Training	15
Evacuation Chair Training	16
Level 2 Health & Safety in the Workplace Qualification	17
Mental Health Awareness Workshop	18
Fire Risk Assessment	19-20
Further Information	21
Price List	22

About 1st Aid Fire

Safety is Our Priority – Providing Training and Practical Confidence

At 1st Aid Fire we specialise in providing businesses and industries with government regulated, quality and comprehensive Health and Safety, First Aid and Fire Safety qualifications. Mental Health Awareness training completes our all-round commitment to safety and wellbeing. Our qualifications are supported by our awarding organisation, Qualsafe regulated by Ofqual in accordance with the Health and Safety (First Aid) Regulations 1981 and Health and Safety at Work Act 1974.

We conduct Fire Risk Assessments in accordance with The Regulatory Reform (Fire Safety) Order 2005 on places of work, businesses, HMO's and residential homes.

Our Objectives

Our aim is to provide high quality, regulated and in house training with an emphasis on the practical use of the skills taught. Learners need to understand the theoretical side of the courses; however, the most important part is putting the knowledge they have gained in to practice.

Training courses and fire risk assessments are conducted at your place of work at a date and time to suit your business needs.



Our Standards – Training & Qualifications

All of our qualifications and training is planned ahead of time and meets all the government required criteria, regulated by Ofqual. Our courses will be tailored to the environment within which the learners are working in. We also look to ask before and during training for elements of the subject that is specifically required or that it is felt more support is needed. There is no need to prepare any materials for our arrival, all manuals, assessment paperwork and training equipment is provided. All we ask is for a quiet space with the option for learners to sit at a desk/table to complete the written requirements and space to then carry out the practical elements. If this space is unavailable, we will look to hire a venue as close to your workplace as possible to reduce the impact on your workforce in terms of travel and location.

We believe that training is the way forward in providing management and staff with the confidence they need to ensure the safety of staff and premises. As an employer paying for the training, you need to know that you are not only getting value for money but also that your employees are able to put in to practice what they have learnt. Whether it is health and safety, fire, first aid or mental health; prevention is always better than a cure.



Trainers

All of our trainers have a wealth of knowledge and come from specialist backgrounds which include the armed forces, fire service and medical services. This in depth of knowledge enables the trainers to teach in a relaxed manner, relating the training to the real world and not in a text book manner. This attitude alongside current and relevant experience towards training relaxes learners enabling them to retain the information given and promote an environment where they are able to ask questions freely.

- All our trainers have teaching qualifications to ensure the delivery of your course is the best experience possible for our learners.
- All first aid trainers have not only the relevant first aid qualifications but have experience dealing with medical emergency situations.
- All fire trainers have practical fire service experience as a military or civilian operational fire fighter.
- All fire risk assessors hold a FRA qualification and come from a fire service, fire safety back ground and have practical experience within the fire service and within the commercial sector.
- All health and safety trainers are qualified and have practical experience in their relevant training fields.

It is important that standards are maintained with all our trainers, therefore, we hold periodic training workshops where we assess the trainers and the level of training they provide, and conduct regulated IQA reports on a regular basis by a qualified assessor which enables us to ensure that you receive current and standardised training at all times.



Level 3 First Aid at Work (RQF) Qualification

"A thoroughly engaging and informative course delivered in a friendly and professional manner. Would highly recommend the 3-day course"

This 3/2-day course can be adapted to suit a particular audience, for example, clerical, engineering or school staff, giving learners the skills, understanding and confidence to respond effectively to a range of accidents and first aid emergencies that they could encounter in the workplace. The objectives of this qualification include supporting a role in the workplace and giving learners personal growth and engagement in learning.

Why Attend This Course?

Any employer with five or more staff is required to provide a qualified First Aider. This full Health and Safety Executive (HSE) approved First Aid at Work course is designed for learners wishing to thoroughly develop the knowledge, understanding and skills required to be an effective first-aider in accordance with the Health and Safety (First Aid) Regulations 1981. We provide a comprehensive set of practical skills needed in workplaces to become confident, giving both the ability and knowledge to deal with first aid emergencies.

What Will I Learn?

First Aid Priorities Managing Incidents Basic Life Support Examination of a Casualty Unconsciousness Control of Bleeding Fractures Common Illnesses Burns and Scalds Heart Attacks Eye Injuries Dressings Regulations Recording and Reporting First Aid Kits



Level 3 First Aid at Work Requalification (RQF) Course

This 2-day course can be adapted to suit a particular audience, for example, clerical, engineering or school staff giving learners the skills, understanding and confidence to respond effectively to a range of accidents and first aid emergencies they could encounter in the workplace. The objectives of this qualification include supporting a role in the workplace and giving learners personal growth and engagement in learning.

Why Attend This Course?

Any employer with five or more staff is required to provide a qualified First Aider. This full Health and Safety Executive (HSE) approved First Aid at Work Re-Qualification course is designed for learners wishing to thoroughly update and renew their knowledge, understanding and skills required to be an effective first-aider in accordance with the Health and Safety (First Aid) Regulations 1981. We provide a comprehensive set of practical skills needed in workplaces to become confident, giving both the ability and knowledge to deal with first aid emergencies.

What Will I Learn?

First Aid Priorities Managing Incidents Basic Life Support Examination of a Casualty Unconsciousness Control of Bleeding Fractures Common Illnesses Burns and Scalds Heart Attacks Eye Injuries Dressings Regulations Recording and Reporting First Aid Kits



Level 3 Emergency First Aid at Work (RQF) Qualification

This 1-day course provides learners the opportunity to develop skills, knowledge and understanding of first aid to enable you to provide effective care, and manage life threatening conditions, illness and injuries for all situations including social, home and work environments. General duties, responsibilities and treatment principles of first aid are covered giving the learner confidence in their skills and personal growth.

Why Attend This Course?

You may use this course to fulfil your workplace requirements or to improve your knowledge and ability when out and about. This Health and Safety Executive (HSE) approved First Aid at Work course is designed for learners wishing to begin the knowledge, understanding and skills required to be an effective first-aider in any situation. We provide a comprehensive set of practical skills needed to become confident, giving both the ability and knowledge to deal with first aid emergencies.

What Will I Learn?

First Aid Priorities Managing Incidents Basic Life Support Examination of a Casualty Unconsciousness Control of Bleeding Burns and Scalds Regulations Recording and Reporting First Aid Kits



1st Aid Fire

Level 2 Basic Life Support using CPR and AED (RQF) Qualification

A cardiac arrest can happen at any age and at any time. Possible causes include, heart and circulatory disease, loss of blood, trauma (such as a blow to the area directly over the heart, electrocution or Sudden Arrhythmic death syndrome (SADS, often caused by genetic defect. An Automated External Defibrillator is a battery powered, small, lightweight device that analyses a person's heart rhythm and can recognise irregular heart rhythms such as ventricular fibrillation, ventricular tachycardia – also known as Sudden Cardiac Arrest. When a cardiac arrest occurs, CPR can help to circulate oxygen to the body's vital organs. This will help prevent further deterioration so that defibrillation can be administered.

Why Attend This Course?

A quick response to starting CPR and the use of AEDs (automated external defibrillators) is proven to save lives. Delivered by one of our experienced, qualified and regulation approved trainers, this comprehensive half-day course provides the necessary theory and practical requirements for a quick, safe and prompt response, teaching the essential skills needed to perform CPR and operate any AED. This course will instil in learners the confidence and ability to perform at their best in an emergency, as well as teaching them of the importance this action plays in the chain of survival and how to assist and communicate appropriately with the emergency services.

What Will I Learn?

The role of the first aider Managing an emergency Communication and casualty care Chest pains Getting to know the AED (any type) Operating the AED Treatment of an unresponsive casualty Resuscitation (CPR)



Half Day Annual Refresher Course

This course can be adapted to suit a particular audience, for example, clerical, engineering or school staff giving learners updated skills, a better understanding and renewed confidence to respond effectively to a range of accidents and first aid emergencies that they could encounter in the workplace.

Why Attend This Course?

Any employer with five or more staff is required to provide a qualified First Aider. The HSE also strongly recommends that First Aiders in a workplace setting complete an annual refresher to thoroughly develop the knowledge, understanding and skills required to be an effective first-aider in accordance with the Health and Safety (First Aid) Regulations 1981. We provide a comprehensive set of practical skills needed in workplaces to become confident, giving both the ability and knowledge to deal with first aid emergencies.

What Will I Learn?

First Aid Priorities Managing Incidents Basic Life Support Examination of a Casualty Unconsciousness Control of Bleeding Recording and Reporting Common Illnesses Burns and Scalds Heart Attacks Eye Injuries Dressings Regulations Fractures First Aid Kits



Level 3 Paediatric First Aid (RQF) Qualification

We provide a comprehensive set of practical skills needed in your workplace to become confident, giving both the ability and knowledge to deal with first aid emergencies.

Designed for learners who wish to develop skills, knowledge and understanding of first aid, this course enables provision of care and management of life-threatening conditions, illness and injuries in any early years settings. It offers the opportunity for those involved in early year's settings to provide quality and effective first aid care. This is achieved through an understanding of the general duties, responsibilities and treatment principles of first aid.

Why Attend This Course?

Our Paediatric First Aid 2-day qualification has been produced in consultation with the HSE and the qualification regulators and is supported by Skills for Health. Our courses are also approved by the Health and Safety Executive (HSE) to provide qualifications for the purpose of Health and Safety (First Aid) Regulations 1981. The purpose of this qualification is for learners to attain the knowledge and practical competences required to deal with a range of paediatric first aid situations to include supporting a role in the workplace and giving learners personal growth and engagement in learning.

What Will I Learn?

Roles and Responsibilities Assessment and Examination Basic Life Support including CPR Unconsciousness External Bleeding Fractures Common & Sudden Illnesses Burns and Scalds (hot and cold) Poisoning Eye, Ear and Nose Injuries Bites, Stings and Minor Injuries Shock Head, Neck and Back Injuries Anaphylaxis



Level 3 Emergency Paediatric First Aid (RQF) Qualification

The purpose of the qualification is for learners to attain the knowledge, confidence and practical competences required to deal with a range of paediatric first aid situations in your workplace or home.

Designed for learners who wish to gain skills, knowledge and understanding of paediatric first aid, this course enables provision of care and management of incidences and injuries. It offers the opportunity to provide quality and effective first aid care achieved through an understanding of the general duties, responsibilities and treatment principles of first aid designed especially with children in mind.

Why Attend This Course?

Our 1-day Emergency Paediatric First Aid qualification has been produced in consultation with the HSE and the qualification regulators and is supported by Skills for Health. Our courses are also approved by the Health and Safety Executive (HSE) to provide qualifications for the purpose of Health and Safety (First Aid) Regulations 1981.

The objectives of the qualification include supporting a role in the workplace, attaining the knowledge and practical competences required to deal with a range of paediatric first aid situations, including incidences in the home and giving learners personal growth and engagement in learning.

What Will I Learn?

Roles and Responsibilities Assessment and Examination Basic Life Support including CPR Choking Unconsciousness External Bleeding Bites, Stings and Minor Injuries Shock First Aid Kits



Level 1 Principles of Fire Awareness (QCF) Qualification

"Most fires are preventable. Those responsible for workplaces and other buildings to which the public have access can avoid them by taking responsibility for and adopting the right behaviors and procedures." HSE

Our informative Principles of Fire Awareness half day course provides an understanding of fire awareness hazards and associated risks; how fires start and propagate within buildings together with the tools to develop and implement emergency evacuation arrangements to make your workplace a safer environment.

Why Attend This Course?

There are nearly twenty thousand commercial fires in the UK each year, most of which are preventable by following important duties that should be taken seriously by both employer, employee and the designated Fire Marshall. It is recommended that professional fire safety businesses are used to help deliver the necessary requirements. Delivered by one of our experienced trainers who have, or currently are, serving members of the Fire Fighting Services ensures that our course is delivered with knowledge and experience.

What Will I Learn?

Understand fire hazards in the workplace Principles of fire risk control Managing an emergency Understanding fire extinguishers and other portable firefighting equipment The duties and responsibilities of employers and employees



Level 2 Fire Safety Principles (QCF) Qualification

"Most fires are preventable. Those responsible for workplaces and other buildings to which the public have access can avoid them by taking responsibility for and adopting the right behaviors and procedures." HSE

Our informative and comprehensive 1-day fire safety principles course covers the fire marshal Government requirements teaching the principles and practice of fire safety management including general and emergency duties at work and the key role of the nominated fire marshal. This course provides an understanding of fire awareness hazards and associated risks; how fires start and propagate within buildings together with the tools to develop and implement emergency evacuation arrangements to make your workplace a safer environment. With both theoretical and practical elements being integral parts of our course, successful learners will be more confident and will gain essential knowledge.

Why Attend This Course?

There are nearly twenty thousand commercial fires in the UK each year, most of which are preventable by following important duties that should be taken seriously by both employer, employee and the designated Fire Marshall. It is recommended that professional fire safety businesses are used to help deliver the necessary requirements. Our Fire Safety Principles course complies with the Regulatory Reform (Fire Safety) Order 2005 and Health & Safety legislation and is delivered by one of our experienced trainers who have, or currently are, serving members of the Fire Fighting Services ensuring that our course is delivered with knowledge and experience.

What Will I Learn?

Understand fire hazards in the workplace How to control and manage fire risks Identify threats during and after a fire Managing an emergency Practical fire demonstrations The duties and responsibilities of employers and employees Undertaking a fire safety inspection Roles and responsibilities of a Fire Marshall



Ski Sheet Training

"Darren is a very professional fire safety trainer with in depth knowledge on the subject of fire safety. His style of training is very easy for the trainers to clearly understand and he fully engages with the participants. We receive regular positive feedback from the SGH staff regarding the training Darren delivers which includes Trust induction, clinical fire refresher, fire warden and ski sheet training sessions. I would highly recommend Darren as a fire safety trainer." St Georges Hospital, Tooting.

The Ski Evacuation Sheet, Ski Evacuation Pad and Child Evacuation Pad are widely recognised within the healthcare sector, as a vital aid to the mattress evacuation of sick or disabled individuals from any multi-level hospitals, care centers and residential care homes, in any emergency event such as a fire or terrorist threat.

Ski Sheets have been used in some very high-profile fires, the best example of which was the Royal Marsden Hospital Fire, in London, January 2008, when a complete evacuation of the hospital was required. Staff at the hospital evacuated more than 40 patients from the fourth floor, successfully on their mattresses, saving lives and preventing further health complications for their patients.

Training

This course is designed and delivered to enable attendees to successfully and safely assist patients and residents in the event that an evacuation is necessary using the appropriate Ski Sheet or Pad. Both theory and practical elements are covered using our own equipment delivered in your environment giving the attendees real time experience in their own setting.

This 90-minute course can be added onto any one of our other courses, the most popular addition is as an add on to Fire Marshall training providing a complete evacuation training service. In the case of larger buildings our courses can be run back to back to include as many attendees as possible over a few days.

Why Use 1st Aid Fire?

Because our trainers are all experienced Fire Fighters and understand the complexities faced during an emergency; using this knowledge they can deliver training based around possible panic situations, giving all attendees on the course real scenarios, solutions and confidence. We have trained all the staff at St Georges Hospital in Tooting and Kingston Hospital, we have also trained staff in local residential care homes.

Evacuation Chair Training

Evacuation Chair Training is essential in all buildings where it may be necessary to support an individual or a group of people who require assistance to exit safely in the case of an emergency such as a fire or terrorist threat. This training ensures that you meet the regulations as set by The Equality Act 2010 that states that it is unlawful to discriminate against any person with regard to any disability. Therefore, a set of emergency exit procedures alongside the appropriate training will ensure that everyone exits a building safely, leaving no one behind.

Training

This 90-minute course is designed and delivered to provide all learners with the confidence and a complete understanding to successfully and safely assist in the event that an evacuation is necessary.

After an introduction covering legislation, strategies and real-time plans, both theory and practical elements are then covered using your equipment, delivered in your environment giving the learners on site experience in their own setting. At this point any issues raised can be discussed and resolved, questions can be asked, and confidence is gained. This is followed by training consisting of possible safety concerns, evacuation chair maintenance and limitations ending with the correct procedures to follow after an evacuation.

This 3-hour course can be booked on its own or be added onto any one of our other courses. The most popular addition is as an add on to Fire Marshall training providing a complete evacuation training service. In the case of larger buildings our courses can be run back to back to include as many attendees as possible over a few days.

Why Use 1st Aid Fire?

Because our trainers are all experienced Fire Fighters and understand the complexities faced during an emergency; using this knowledge they can deliver training based around possible panic situations, giving all learners on the course real scenarios, solutions and confidence. We have trained all the staff at St Georges Hospital in Tooting and Kingston Hospital, we have also trained staff in local residential care homes.



L

Level 2 Health & Safety in the Workplace (QCF) Qualification

"As an employer, or a self-employed person, you are responsible for health and safety in your business. Health and safety laws are there to protect you, your employees and the public from workplace dangers." HSE

Our informative Health and Safety Executive (HSE) approved Health & Safety in the Workplace (QCF) course can be structured to suit any work environment and is designed for learners wishing to begin knowledge and covering essential areas of health and safety, including manual handling, workplace hazards, incident reporting and risk assessments giving learners the knowledge and ability to maintain and contribute to a safe working environment.

Why Attend This Course?

This one-day course is aimed at all employers, employees or those wishing to enter employment as a first level course, incorporating fundamental occupational health and safety knowledge that will enable them to contribute to any health and safety management system. Delivered by one of our experienced and knowledgeable trainers ensures each learner gains confidence in their skills and personal growth.

What Will I Learn?

Safety and welfare in the workplace Health & Safety awareness and communication Legislation requirements Risk Assessments Risk Control Common workplace hazards Accident reporting and procedures Roles and responsibilities



Mental Health Awareness Workshop

On this course you will be guided and trained by our dedicated trainer, Alan. Having served in the Metropolitan Police for over 18 years and becoming their Blue Light Champion – a mental health support service for those in the emergency services, Alan brings a wealth of knowledge, training and experience with him to each workshop. Alan's commitment to raising awareness of mental health, breaking down stigmas and driving forward with positive change to improve everyone's wellbeing is what makes this workshop invaluable.

Who Should Attend?

This half day course is designed for everybody, delivered to be informative whilst providing opportunities to take a break, discuss mental health in general or to talk and listen to each other at a pace to suit all those attending.

No matter the environment, whether a person is finding their work pressures are too much, their home life has become overwhelming or they have a friend/loved one/colleague that they can see are struggling, this course gives them an opportunity to learn, understand and signpost to enable the right help and support is attained.

We train in a relaxed environment to suit your needs; this can be a quiet room within your workplace or a dedicated training space of your choosing away from it all - your course - your choice. But wherever we train, we set agreed boundaries, encourage support, honesty and respect and expect confidentiality from all those attending.

What Will I Learn?

That 1 in 4 people will experience mental health problems in their lifetime 12.5 million working days were lost in 2016/2017 due to mental health related illness – 49% of all sick days

What causes mental health issues, how to recognise the symptoms and go on to help or signpost

Five ways to a better wellbeing

"I learnt more than I thought. Hoping to use what I have learnt to help others" Just some of the positive feedback from our Mental Health Awareness Workshop delivered in a community setting.

Why Use 1st Aid Fire?

Because we are committed to raising awareness through our Mental Health Workshops at an affordable cost for all and will only use experienced and qualified trainers, for this workshop only Alan fits the bill.

Fire Risk Assessments

Most fires are preventable. The Regulatory Reform (Fire Safety) Order 2005 requires that every non-domestic premises has a fire risk assessment. Failure to comply with the legislation can result in a fine of up to £5,000, or imprisonment of the 'responsible person'; this is the owner or manager of the premises. Carrying out a poor or inadequate fire risk assessment can put lives and property at risk as well as putting the responsible person on the wrong side of the law. The Fire Risk Assessment should then be reviewed every year, and whenever a major change in the building layout or use has occurred.

Do I Need A Fire Risk Assessment?

Any premises which is a workplace, somewhere the public can access, and residential buildings with multiple occupants needs one. You're responsible for fire safety in business or other non-domestic premises if you are the:

Employer Landlord Owner Occupier Anyone else with control of the premises; examples include building manager, managing agent or risk assessor If you have paying guests

If you hire five or more people, then there needs to be a written record. However, even if you have fewer employees, you still need to be able to provide proof that a fire risk assessment has been carried out.

Why Use 1st Aid Fire?

Because we only use professionally qualified Fire Risk Assessors who have not only the necessary qualifications but also real experience and knowledge in firefighting. We only use Fire Risk Assessors that come from a firefighting background. You will receive a professional yet friendly service, considering the needs of your business/residence and your employees and/or residents, followed by a written report with a clear and time framed categorised list of action points.

Your Fire Risk Assessment will not only ensure that your property meets the legal requirement but also by following our guidelines and recommendations you can ensure that adequate and appropriate fire safety measures are in place to reduce the risk of fire and if a fire does break out, that injury or loss of life are minimised.

What Will It Cost?

Our Fire Risk Assessments are individually tailored to your premises and occupants and start from £150. Factors which impact on the cost of your fire risk assessment include:

Size of the building Number of occupants Vulnerability of occupants Use of the premises Number of floors Sleeping occupants Risk level of premises Hazardous materials and substances



Further Information

Training Venues

We have found that employers prefer to run a qualification or course from their place of work as this reduces the impact to their employee and over all work production. Therefore, we hold our training on your premises on a date to suit your needs for a maximum of 12 learners per course. No previous knowledge is needed, just a good standard of written and spoken English. All course materials and equipment will be provided.

Assessment and Certification

Our qualifications consist of a continuous assessment by our experienced trainer that ensures all learners feel confident in achieving their Office of Qualifications and Examinations Regulation approved qualification and certificate, valid for three years.

Our courses are run by the same experienced and qualified trainers who continually observe our learners with opportunities to question & answer throughout, resulting with in house attendance certification.

Where Can I Book?

Email: <u>admin@1staidfire</u>.com Telephone: 0808 123 2401.



Price List

	Per course Max 12 Learners
Level 3 First Aid at Work Qualification	£1800
Level 3 First Aid at Work Re-Qualification	£1300
Level 3 Emergency First Aid at Work Qualification	£800
Level 2 Basic Life Support inc CPR and AED Qualification	£600
Annual First Aid Refresher	£450
Level 3 Paediatric First Aid Qualification	£1500
Level 3 Emergency Paediatric First Aid Qualification	£800
Level 1 Fire Awareness Qualification	£550
Level 2 Fire Safety Principles Qualification	£750
Ski Sheet Training	£475
Evacuation Chair Training	£475
Mental Health Awareness Workshop	£450
Fire Risk Assessment	Price on Request