



# CSC/RYA First Aid Course



19<sup>th</sup> November 2011

Presented by Pan Pan Sailing School in association with Channel Sailing Club

## Application

Full Name: .....

Known as: .....

Address: .....

.....

.....

Phone evening: ..... day:.....

Phone mobile: ..... email: .....

I have read and accept the “Joining Instructions” and the “Booking and Cancellation Conditions” accompanying this application form.

Signed:

Co-signed:  
(Parent or Guardian if under 18)

Date: .....

Date: .....

Post the completed form, before the Enrolment Closing Date (see Joining Instructions below), to:

**Martin Hewitt, 26 Caenwood Road, Ashted, Surrey, KT21 2JE**

or give it to Martin at the Club. Don't forget to include your cheque for £70, payable to Channel Sailing Club.



## CSC/RYA First Aid Course 2011



### Joining Instructions

**Instructor:**

Nick Pannell of Pan Pan Sailing will give the course.

**Location:**

The course will be held at the premises of Pan Pan Sailing, at 1 Heathfield Vale, Seldson, South Croydon, CR2 8AG.

**Date and time:**

The course is scheduled from 0930 to 1730 on Saturday 19<sup>th</sup> November 2011.

**Food and drink:**

Pan Pan will provide lunch and refreshments and simply ask course members to leave a donation in their RNLI box.

**Equipment:**

Attendees do not need to bring anything in particular except note-taking equipment, but may wish to dress in casual clothing as you will need to be putting one another in the recovery position and doing resuscitation on a manikin.

**Car parking:**

There is ample parking space in the vicinity of Pan Pan Sailing, in a residential area.

**Course Fee and First Aid Manual:**

The cost of the course, which includes the RYA course materials and the certificate, is £70. A cheque for this amount, payable to Channel Sailing Club, must accompany the application form. The RYA requires each attendee to have the latest version of the RYA First Aid Manual. This will be given to you at the course and is included in the course fee.

**Applications:**

Applications will be received up to the Enrolment Closing Date, which is 21<sup>st</sup> October 2011, subject to a minimum class size of 4 persons, and a maximum of 8. This cut off date is to allow time to get the RYA course packs delivered, and also because the Club engages an external instructor for this course, who deserves four weeks notice in the event that it is cancelled by the Club, e.g. if we have received insufficient applications to meet the minimum required for the course to run.

Post the completed application form, with your cheque payable to Channel Sailing Club, to

**Martin Hewitt, 26 Caenwood Road, Ashted, Surrey, KT21 2JE**

or give it to Martin at the Club. Don't forget to include your cheque for £70, payable to Channel Sailing Club.

# Booking and Cancellation Conditions, applying to all Training Courses organised by Channel Sailing Club

Each course is subject to a maximum number of students. The advice is to apply as early as possible. It also helps the organiser if applications are sent in early.

A course will be confirmed when enough applications have been received to cover the fixed costs of running the course.

## **Application Forms and Joining Instructions:**

Application forms and joining instructions can be downloaded using links on the training page of CSC's website, [channelsailingclub.org](http://channelsailingclub.org).

## **Non-members of CSC:**

Courses are only available to CSC members. However, annual membership of the Club costs just £25 and non-members are invited to join CSC and take part in all Club activities, on and off the water, which include the RYA shore-based training programme. Club Membership Application forms are also available on the Club's website. Note that the Club joining fee is not refundable if a course is cancelled.

## **Applications and Course Confirmation:**

A place on a course will only be allocated upon receipt of a completed application form together with a cheque for the full course fee. Sorry to have to insist on this, but it really simplifies the administration. Applications will be acknowledged.

Places will be allocated in the order in which applications are received.

Applications cannot normally be accepted after the Enrolment Closing date, which is shown on the Joining Instructions for each course.

Cheques will not be cashed until after the Course Confirmation date, the date on which the 'break-even' number of applications has been reached. When this happens, applicants will be notified with confirmation that the course will go ahead.

## **Cancellation by CSC:**

If CSC cancels a course for any reason, the course fee will be returned in full.

CSC will cancel a course if the break-even number of applications has not been reached by the Enrolment Closing date.

## **Cancellations by the applicant:**

The course fee will be returned in full if an applicant withdraws before the Course Confirmation date.

Cancellations after the Course Confirmation date may result in some or all of the course fee being forfeited depending upon the extent to which the withdrawal(s) reduce the class size below the break-even number. This is simply to protect the Club, which would otherwise have to bear the cost.

## **Minors Policy (under 18 years of age):**

Minors are encouraged to apply. CSC's policy is that a parent or guardian must also be present at all times during the course.

## **Refresher courses:**

Applications will be accepted from persons who have already successfully completed a course on a previous occasion, but we would like such applicants to inform us in advance and to perhaps consider deferring to any first-time applicants who would otherwise be excluded. Upgrading a VHF certificate to SRC/GMDSS and renewing an expired First-Aid certificate are not considered to be refresher courses.

## **Data Protection Act 1998:**

The information that you provide on any training course Application Form and any other information obtained or provided during the Course will be used solely for the purpose of processing your application and dealing with you as a member of Channel Sailing Club. The data will not be shared with any third party for marketing or commercial purposes without first obtaining your explicit consent.