



**UNIVERSITY OF
BRADFORD**
MAKING KNOWLEDGE WORK™

First Aid and National Pool Lifeguard Training Programme

November 2008 – December 2009



**EMERGENCY
AID**



**FIRST AID
AT WORK**



**PAEDIATRIC
FIRST AID**



**REFRESHER
TRAINING**



**NATIONAL
POOL
LIFEGUARD**

**APPOINTED
PERSONS**



HSE Approval No: 44/07





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HELEN HOGG

FIRST AID AND LIFE SAVING DEVELOPMENT OFFICER



Helen has been employed by the University of Bradford for 17 years; her background is sport, in particular swimming, which she has taught at the University swimming pool throughout her employment. She has been heavily involved with teaching First Aid and Lifesaving for over 20 years and continues to do so with enthusiasm.

Helen is responsible for the co-ordination of all First Aid and National Pool lifeguard courses, many of which she also delivers.

The University of Bradford is a long standing Education Establishment and is approved by the Health and Safety Executive and the Paediatric First Aid Association to deliver First Aid training. Our courses are delivered by experienced, qualified and professional tutors, who use up to date resources and materials. We also work with the British Heart Foundation through Heartstart Bradford via which Basic life support skills are taught to the local community.

We take pride in our excellent reputation for providing quality, up to date training in a relaxed and enjoyable environment. Our well equipped facilities provide everything you would expect from such a prestigious venue.

COMING SOON

Annual skills update

The HSE have highlighted the need for annual 3 hour update skills training for all qualified first aiders. It is hoped that this will help to increase skill retention.



FIRST AID AT WORK – 4 DAY COURSE

£210.00 PER PERSON

This course is designed to equip the First Aider with the necessary knowledge and skills to give life support, manage and treat injuries until medical assistance arrive.

Following the successful completion of an assessment, candidates will be issued with a FIRST AID AT WORK certificate valid for 3 years

Syllabus to include:

- Care of the unconscious casualty
- Cardio pulmonary resuscitation
- Control of bleeding
- Treatment of shock
- Recognition of medical conditions
- Treatment of poisoning
- Treatment of bone injuries
- Accident reports and regulations



“The trainer was superb. She managed to keep the whole group engaged and involved at all times. She was both encouraging and knowledgeable in all things first aid.”

University of Bradford, commercial services course training programme:

- First Aid at Work
- Refresher First Aid
- Appointed persons
- Emergency Aid
- Paediatric First Aid (early years)
- National Pool Lifeguard Qualification

The University of Bradford is approved by the Health and Safety Executive to deliver and award First Aid training.

We can also deliver specialist or tailor made courses at your premises, please contact the First Aid & Lifesaving Development Officer 01274 6942 or 07500 881167, or email: h.j.hogg@bradford.ac.uk for further details.

To apply, please complete the application form on the back of this booklet and return together with payment.

Minimum Age

16

Course Duration

4 days

Course Assessment

In order to gain a certificate you must:

- Attend the whole course
- Pass the practical assessment

REFRESHER TRAINING - 2 DAY COURSE

£150.00 PER PERSON

This course is designed to refresh the currently qualified First Aider with the necessary knowledge and skills to give life support, manage and treat injuries until medical assistance arrive.

Following the successful completion of an assessment, candidates will be issued with a FIRST AID AT WORK certificate valid for 3 years

Syllabus to include:

- Care of the unconscious casualty
- Cardio pulmonary resuscitation
- Control of bleeding
- Treatment of shock
- Recognition of medical conditions
- Treatment of poisoning
- Treatment of bone injuries
- Accident reports and regulations



“ Overall really enjoyable course. Loved the heavy practical aspect - much more fun than the lecture style courses you typically get.”

Minimum Age

16

Course Duration

2 days

Course Assessment

In order to gain a certificate you must:

- Attend the whole course
- Pass the practical assessment

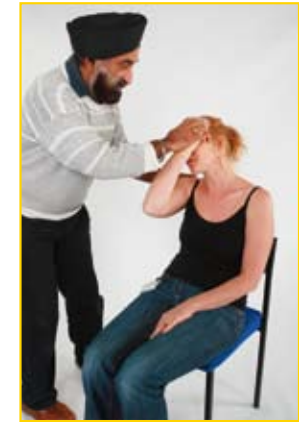
APPOINTED PERSONS - 1 DAY COURSE

£75.00 PER PERSON

This course is designed for 'nominated' persons or for people who provide support to qualified first aiders.

Syllabus to include:

- Health and safety (first aid) regulations
- Managing an incident
- The priorities of first aid
- Treatment of an unconscious casualty
- Resuscitation
- Shock
- Bleeding
- Common workplace injuries



Minimum Age

16

Course Duration

1 day

Course Assessment

In order to gain a certificate you must:

- Attend the whole course
- Pass the practical assessment

“ A very worthwhile course that should provide a clear action plan in a crisis. Thank you.”

COURSE TIMETABLE

2008 - 2009	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T						
November 08	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
December 08	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
January 09				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
February 09						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			
March 09						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
April 09			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
May 09					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
June 09	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
July 09			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
August 09					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
September 09		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
October 09			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
November 09						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
December 09		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				

Paediatric First Aid
 Appointed Persons
 Refresher
 First Aid At Work
 NPLQ

* Please note - other dates available on request.

EMERGENCY AID - 3 HOUR COURSE £40.00 PER PERSON

This course is designed for members of the public who want to know what action to take in any emergency and want to learn how to deal with accidents and injuries. The course covers emergency life support procedures for adults, children and infants. Syllabus to include

Syllabus to include:

- Communication and casualty care.
- Managing an incident.
- Looking after yourself and the casualty.
- Adult, child and infant resuscitation.
- Treatment of severe bleeding, chest pain and an unconscious casualty.
- Treatment of choking in adults, children and infants.



“Completing this course was very enjoyable. The combination of practical and theory made it very easy to learn.”

Minimum Age

16

Course Duration

3 hours

Course Assessment

In order to gain a certificate you must:

- Attend the whole course
- Pass the practical and written assessment

Various dates available, please contact Helen Hogg 01274 234871 / 07500 881167 or email h.j.hogg@bradford.ac.uk

PAEDIATRIC FIRST AID £90.00 PER PERSON

We are now a Paediatric First Aid Association approved training centre, which enables us to deliver compulsory training to childcare workers, which includes nurseries and schools. This course is designed for anyone working with children, and has recently become a requirement of OFSTED. The course equips the First Aider with the necessary knowledge and skills to give life support, manage and treat injuries until medical assistance arrive, including the ability to recognise serious childhood illnesses and the administration of prescription medicines.

Syllabus to include:

- First aid kit
- Action planning
- Treatment of an unconscious casualty
- Resuscitation
- Choking
- Asthma and diabetic emergencies
- Head injuries
- Seizures
- Bleeding
- Burns
- Sprains, strains and fractures
- Poisoning, bites and stings
- Foreign objects
- Childhood conditions (e.g. measles, meningitis, croup)



“ I really enjoyed this course and would recommend it to anyone who works with young children. The knowledge and skills I acquired will give me peace of mind in my workplace.”

Minimum Age

16

Course Duration

12 hours

Course Assessment

In order to gain a certificate you must:

- Attend the whole course
- Pass the practical assessment

NATIONAL POOL LIFEGUARD

£200.00 PER PERSON

The RLSS National Pool Lifeguard Qualification (NPLQ) is the most widely recognised lifeguard qualification in the UK and will provide you with the opportunity for employment at most swimming pools.

This qualification is valid for 2 years and is usually the minimum requirement for all lifeguards who work in swimming pools across the UK. It is divided into 2 units and awarded following the successful completion of both.

Please enquire for dates.



“ The NPLQ course was great, the trainer made learning new skills fun and easy to understand, I also made some great friends!”



University of Bradford FIRST AID/NPLQ Enrolment Form

Course type _____ Course _____ Dates to _____ From _____

YOUR DETAILS:

Name _____ Date of birth _____

Male Female

Address _____

Post Code _____

Tel: Daytime _____ Evening _____

Supporting organisation (if any) _____ Order Number _____

Invoicing Name _____

Invoicing Address _____

Post Code _____

Tel _____

Additional support: Please indicate if you require any additional support in order to complete the course successfully. or further information on what the DDA considers a person disabled, please contact Helen Hogg on 01274 236942.

Reading Writing English language Physical support Other

Are you registered disabled Yes No

Please indicate what you consider best describes your ethnic background:

Black Asian Chinese European White other _____

Customer Service

Should you have any cause for concern during your course then please ask for a copy of our complaints and appeals procedure.

Payment details

Please find enclosed a Cheque for £ _____ / Official order (delete as appropriate) made payable to University of Bradford
Please invoice my supporting organisation detailed above

Applicants Signature _____ Date _____

Return address: Helen Hogg, University of Bradford, F27 Richmond road, BD7 1DP

Office Use:

Payment received Receipt number Invoice Raised _____ Entered on register



University of Bradford

First Aid Training

F27 Richmond Building

Richmond Road

Bradford

BD7 1DP

