



EFAW and Door Supervisor Joining Instructions

Dear Candidate,

ILM Associates LTD is delighted that you have chosen our company to provide you with your door supervisor top-up course.

We have attached some joining instructions with the details for your training, and some mandatory identification requirements/documents that you will need to bring on day one of the course. Unfortunately, if you **DO NOT** bring the required documents with you on day one of the course then you will not be allowed to participate in this training so, please read the two links below carefully.

If you are only attending top-up as you already hold the relevant First Aid qualification, please disregard the EFAW on this instruction. If you already hold first aid please ensure we have a copy prior to your course as the SIA are stringent on the first aid certifications (ie ST Johns or St Andrews, British Red Cross and OFQUAL regulated first aid, please note that some companies sell unregulated first aid which is not illegal and in many occasions, they are ample for HSE just not the SIA)

Identity Document list

We ask that you bring the following:

- One Type A: i.e. Passport, Driving Licence
- Two Group B documents as per SIA licence requirements
Please contact Brian on 0794921230 if you do not have these.

For more information or more options on what ID would be suitable, please follow the link below.

<https://www.gov.uk/guidance/apply-for-an-sia-licence#check-you-have-the-right-document>

Course Start Date & Time

EFAW
28th November 2024
0900 – 1600

Door Supervisor
29th 30th 1st 2nd 4th and 5th November 2024
0900 – 1730 Each Day

Course Location

38 Regent Street
Blyth
Northumberland
NE241LS



Dress Code

Comfortable clothing should be worn to perform practical tasks.

Safety

All learners will have their temperature checked every morning and must use the hand sanitising station at regular intervals throughout the day. Please bring your face mask unless you are exempt.

During the course, learners will be required to conduct practical close contact training which will involve physical contact. Learners will be provided with safety gloves when required.

Parking

There is a FREE car park to the rear of the venue.

brian@ilmassociates.co.uk

Kind regards,

A handwritten signature in grey ink that reads 'B.D.' followed by a horizontal line.

Brian Dawson
Managing Director
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