



Fire Warden

RRC IN-COMPANY FIRE SAFETY SHORT COURSE

RRC Training

27-37 St George's Road London SW19 4DS United Kingdom

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Fire Warden Short Course

Course Content

- Background to fire safety legislation
- The Regulatory Reform (Fire Safety) Order 2005
- An introduction to Fire Risk Assessments
- Action to be taken on discovering a fire
- Action to be taken on hearing the fire alarm
- The means for giving warning of fire
- The means of escape in case of fire
- The means for fighting fire
- Fire prevention
- Fire protection
- Arson control
- General fire safety awareness

Who should attend?

Having appointed your fire wardens/marshals, you now need them to be trained, so that in the event of an emergency they know what to do. The Regulatory Reform (Fire Safety) Order 2005 requires staff to be provided with training and where persons are appointed to assist in the event of an evacuation, they must be provided with suitable training to be able to discharge those responsibilities.

Our courses are delivered at our Wimbledon training centre with a combination of classroom based theory and practical hands on use of portable fire extinguishers. Using state of the art, environmentally friendly fire training simulators, your fire wardens can experience first hand the use of extinguishers in tackling a controlled fire.

Fire Warden Short Course

Dates

3 October 2011, February 2012, May 2012

Duration

Half-day.

Venues

- London (Wimbledon SW19)
- In-company

Tutors

Paul R King MIFPO, MIIRSM, CMIOSH, SBCI, AIEMA

Kenneth McKim

Brian Chisholm

Course Fees

- One Delegate - £125 + VAT (£150.00)
- Two Delegates - £110 + VAT (£132.00) Each
- Three plus Delegates - £99 + VAT (£118.80) Each
- In-company from £475 + VAT

Special Requirements

There is a practical element to our training courses and suitable clothes and footwear should be worn. Jeans and trainers/walking boots and sweat shirt/jumper are considered suitable attire. Open toed sandals, free flowing skirts or dresses are not suitable. Loose hair should be tied back during the practical part of the training.

Other Fire Courses

- NEBOSH Certificate in Fire Safety and Risk Management
- Fire Safety for Fire Marshals/Fire Wardens
- Fire Safety Awareness
- The Essentials of Fire Risk Assessment
- Basic Principles of Fire & Explosion (DSEAR)

Fire Risk Assessment and Consultancy

Consultancy Services

One area where our consultants can add real value is multi-site fire risk assessments. We have a network of associates and additional resources, including an IT support team, allowing us to deliver management information from those assessments so that our clients can make informed risk management decisions.

If you have multiple sites it can be difficult to know where to start – and if you contract out all of the fire risk assessments, you then have lots of individual reports to read. However, we can make your life a lot easier by providing data which highlights key trends and high risk areas, effectively prioritising your management action plan. We are also able to help clients interpret and prioritise information they have received from risk assessments conducted by others.

All of our consultants and associate consultants are qualified and experienced fire risk assessors with many years of experience in fire safety, either through careers in enforcement or fire safety consultancy. Our approach in undertaking fire risk assessments is to ensure that we fully understand our clients' businesses.


We have experience in many different sectors including:

- Offices and Shops
- Commercial Buildings
- Residential Buildings
- Educational Buildings
- Small and Medium Places of Assembly
- Sleeping Accommodation
- Warehouses and Factories

Clients include:

- Property Managers
- Investment Companies
- Property Developers
- ALMOs
- Social Housing Providers
- Charities
- Schools and Colleges
- Social and Sports Clubs

How to register



To book your place on this Fire Wardens course, please complete the enrolment form on the following pages and post or fax it to RRC. Alternatively you can register online or by calling +44 (0)20 8944 3108.

BY POST

RRC Training, 27-37 St George's Road, London SW19 4DS, UK

BY FAX

+44 (0)20 8944 7099

ONLINE

www.rrc.co.uk

TELEPHONE

+44 (0)20 8944 3108

OUTSIDE THE UNITED KINGDOM

Please call for a quote.

Methods of payment

All payments to be made in GBP (pounds sterling). You can use any of the following methods of payment:

1. Payment in full by cheque or bankers' draft made payable to RRC Training.
2. Payment in full by charging your MasterCard/Switch/Visa/Solo/Connect Card/American Express.
3. Invoice: UK registered companies only. Please attach to your application form an official purchase order/letter confirming your employer's authorisation. Terms of payment are 30 days from invoice date.

Terms & Conditions

LEARNING AGREEMENT

The Learning Agreement sets out your entitlements and obligations as a student of RRC and constitutes the terms and conditions of your enrolment. If you do not wish to be bound by these terms, you can cancel your course within the timescales detailed below and receive a refund/credit of the fees less any expenses incurred by RRC.

Cancellations - Face-to-Face Courses

CANCELLATION MORE THAN 30 DAYS BEFORE THE COURSE START DATE

A refund of the full course fee is obtainable for cancellations received more than 30 days before the scheduled course start date.

CANCELLATIONS BETWEEN 15 AND 30 DAYS BEFORE THE COURSE START DATE

A refund of 70% of the course fee is obtainable for cancellations received between 15 and 30 days before the scheduled course start date.

RRC Fire Warden Short Course Registration form

Important Information

Please complete all sections of this application form in full. Failure to do so may result in delays in processing your enrolment

If you have studied with RRC before please enter your RRC Student Number here _____

Step 1 – Personal details	
Name & Address of Applicant	
Full Name	
Address Line 1	
Address Line 2	
Town	
Post Code	
Country	
Daytime Tel. No	
Evening Tel. No	
Email	

Step 2 – Sponsoring organisation and invoice address	
Sponsoring organisation	Invoice address
Company Name	Company Name
Contact Name	Department
Position	Contact Name
Address	Address
Post Code	Post Code
Country	Country
Tel. No	Tel. No
Email	Email

Continued...

RRC Fire Warden Short Course Registration form

Step 3 – Fees

Course	Fee including VAT
Fire Warden short course	
Total Fees Payable	

Step 4 – Method of Payment

- I enclose my fees in full. Please make cheque/banker's draft payable to **RRC Training**
- Please debit my MasterCard/Switch/Visa/Solo/Connect Card/American Express (Delete as appropriate)
(Note RRC cannot accept Visa Electron Cards)
Card No. _____ with the full fee. Card Expiry Date _____
3 Digit Security Code _____ Cardholder's Name _____
Cardholder's Signature _____
(Switch and Solo only) Issue No _____ Valid From Date _____
- Please invoice my employer (UK Registered Companies Only). **Please attach Official Purchase Order/Letter of Authorisation**

Step 5 – Acceptance of terms and conditions

I wish to enrol as a participant for the above programme and I agree to pay the fees as stated and to be bound by the terms and conditions set out in the accompanying RRC literature.

Signed _____ Date _____

Thank you for choosing RRC Training

Please return your completed application form to:

RRC Training 27 - 37 St George's Road London SW19 4DS United Kingdom

Tel: +44 (0)20 8944 3108

Fax: +44 (0)20 8944 7099

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www.rrc.co.uk

Pre-course questionnaire

Please write in capitals. Attach further sheets and/or CV if necessary.

Section A – Your personal details

Name

Address

Postcode

Daytime Tel. No

Evening Tel. No

Email

Section B – Your current position

Job title

Number of years in current position

Name of company

Nature of business

Outline of responsibilities (with specific reference to health and safety responsibilities)

Section C – Relevant previous positions and experience

Section D – Previous courses/qualifications

Please give brief details of any relevant qualifications held or courses you have attended:

Section E – Special concerns

Please indicate any special concerns you may have about the course and areas in which you might require special help. Please indicate any special educational needs or disabilities that may impact on your studies: