

Good training needs good facilities and equipment

Our in-person training is designed to equip delegates with the knowledge and skills they need to make children safer. While our trainer supplies the expertise, effective and engaging training also depends on having the right environment for learning, sharing and interacting. That's where you come in...

What we need from you

- **A named point of contact** on site, or contactable by phone. It helps if this is the person who has booked the training, identified delegates and sent out invitations.
- **Secure and accessible storage on site** to receive and hold training materials, delegate packs etc sent to the venue in advance.
- **Parking facilities** with information and venue directions sent out in advance. Valuable time can be lost and late starts caused by parking problems.
- **Sufficient space and seating and tables** for the numbers booked onto the course. This should include space in the room for the breakout sessions/table groups needed for exercises and interactive discussions (eg 'cabaret' style).
- **Room temperature.** This should be adjustable and easily accessible to ensure delegate comfort.
- **Projection, screen and sound facilities** with tech support available on site for set up and if needed during the day. The trainer will bring a laptop.
- **Wifi/internet access** for delegate use during the day and to enable online resources to be used by the trainer.
- **Refreshments** as decided by the course commissioner – usually tea and coffee at registration, during mid-morning break and at lunch time (for full day courses). Delegates usually expect to bring (or go out for) lunch. For a full day course, we normally allow 40 minutes lunch break in the programme.
- **Flip chart** (preferred) or white board, with pens. Note paper/pens for delegates.

We'll also supply this list as a helpful checklist when you come to book our training.