



MONTESSORI
CENTRE INTERNATIONAL



Winchester Early Years Training

The following courses are available for booking and are all certified by [nuco training](#):

Autumn Term 2017

Paediatric First Aid – Sat. 30th September and Sat. 7th October 2017, 9.30 am to 16.30 pm, £55.00 per delegate

First Aid at Work – Sat. 4th November 2017, 9.30 am to 16.30 pm, £45.00 per delegate

Food Hygiene L2 – Sat. 11th November 2017, 9.30 am to 16.30 pm, £35 per delegate

Spring Term 2018

Safeguarding L3 – Sat. 27th January 2018, 9.30 am to 16.30 pm, £35 per delegate

Health and Safety L2 - Sat. 24th February 2018, 9.30 am to 16.30 pm, £35 per delegate

Food Hygiene L2 – Sat. 3rd March 2018, 9.30 am to 16.30 pm, £35 per delegate

Safeguarding L4 – Sat. 17th March 2018, 9.30 am to 16.30 pm, £35 per delegate *N.B Please note that the Safeguarding Training is by Lynn Buckle, Jisuka NOT Nuco Training - www.jisuka.co.uk

First Aid at Work – Sat. 24th March 2018, 9.30 am to 16.30 pm, £45.00 per delegate

Summer Term 2018

Paediatric First Aid – Sat. 28th April and Sat. 5th May 2018, 9.30 am to 16.30 pm, £55.00 per delegate

Safeguarding L3 – Sat. 9th June 2018, 9.30 am to 16.30 pm, £35 per delegate

Health and Safety L2 - Sat. 7th July 2018, 9.30 am to 16.30 pm, £35 per delegate

*Spaces are limited; so please complete the booking form attached as soon as possible, so we can process your application.

MCI (Hampshire)
The Lido, Worthy Lane, Winchester SO23 7DZ
www.hartley-house.co.uk
01962 856201



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***Booking Form**

Course Required (including date of course):	
Name:	
Adult's Age:	ULN: <i>(Unique Learner Number)</i>
Address & Postcode: <i>(or Address of Setting)</i>	
Email Address: <i>(or Setting Email Address)</i>	
Tel No:	
Please specify any Special Educational Needs, Allergies or Medical conditions with treatment if required:	

***Booking Terms and Conditions**

For all courses we will be operating a 'no exceptions' policy with regard to non-attendance. If a place is booked on a course and that place is not taken up then the setting/learner will be liable for the charge of £55/£35 with no exceptions.

We insist on *one weeks' notice* in order to issue the place to someone on the waiting list. Should circumstances mean you have to cancel your course and are unable to transfer your booking to another course at the time of the cancellation then please call the office on 01962 856 201 and note that the following cancellation charges will apply:

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- All cancellations are subject to a minimum cancellation charge of £5
- For cancellations made 1-4 weeks prior to a course start date we will refund 50% of the full course fee
- For cancellations made less than 7 days prior to the course we will not provide a refund

Booking Forms can be emailed to: kelly@hartley-house.co.uk

***Payment**

- PLEASE MAKE CHEQUES PAYABLE TO HARTLEY HOUSE MONTESSORI LTD
- FOR ONLINE PAYMENT: LLOYDS TSB SORT CODE: 309971 ACCOUNT NUMBER: 02737110 – Please reference payment with Adult (or settings name.)

***Please Note**

On receipt of booking form we will email out confirmation of a place on the chosen course (joining information) and invoice for the course.

Fees are due before commencement of the course.

Any questions or concerns please contact the office on 01962 856 201
or via email kelly@hartley-house.co.uk

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