90 minute MECC on-line Familiarisation session - Application Form 2025

Please email your completed application form to [workforcetraining@activelancashire.org.uk](mailto:workforcetraining@activelancashire.org.uk)

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| PARTICIPANT INFORMATION | | |
| Participant Name: | | |
| Job Title/Role: | | Team/Dept: |
| Organisation Name: | | |
| Work e-mail: | Mobile /Work Tel: | |
| Please circle/highlight where your role is based i.e. Preston/ Chorley/S Ribble Valley/South Ribble/ Blackburn w Darwen /Burnley/Hyndburn/Pendle/ Rossendale/Blackpool/ Fylde/ Wyre/ West Lancashire/Lancaster/Morecambe/South Lakeland | | |
| Do you require any reasonable adjustments for your learning? If so, please list below how we can support you | | |
| How did you hear about this course (e-mail/via Manager/Colleague/Bulletin/Newsletter)? | | |
| COURSE INFORMATION/REQUIREMENTS | | |
| * Course Name: MECC 90 minute on-line familiarisation session via Teams * Please check your training records to ensure you have not already attended this session previously * Once you have been registered on a specific date and time, an e-mail will be sent to you to confirm your registration inc a specific Teams Link. * All places on a session are on a first come/first serve basis | | |
| MECC 90 MINUTE DATE/TIMES | | |
| Please highlight your chosen time to attend a 90 min on-line MECC familiarisation session – all sessions are the same content  90 min MECC Familiarisation Sessions:   * Tuesday 25th March 2025   09.00 – 10.30am via Teams   * Tuesday 25th March 2025   11.00 – 12.30pm via Teams   * Tuesday 25th March 2025   13.30 – 15.00pm via Teams | | |
| GENERAL INFORMATION | | |
| These 90 minute MECC sessions are delivered free of charge to all participants who are registered via [workforcetraining@activelancashire.org.uk](mailto:workforcetraining@activelancashire.org.uk) and who work for a health related organisation within Lancs & S Cumbria.  Leave / Holidays / Rotas / School Half Term: If you are intending to book leave, please ensure this dos not conflict with the Training Dates on your application form. If you work on a rota system please ensure you are granted approval to attend the course dates by a manager prior to registering on this course.  Late Arrival: If you arrive late for a session or you are absent from any session, we reserve the right to refuse access to the training session if we / trainer feels that you will gain insufficient knowledge or skills in the time remaining.  No Show: Candidates who do not turn up to the session / arrive too late to start the session / provide less than 2 days’ notice of cancellation may result in refused access to future training courses that are offered.  Where minimum numbers have not been met, we reserve the right to cancel/postpone courses where necessary. | | |
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