



## Active Plane Training and Consultancy Ltd

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## COMPANY PROFILE

<p><b>ACTIVE PLANE TRAINING AND CONSULTING LTD</b></p>	<p>Active Plane Training and Consulting Ltd has been formed by merging two UK based training companies, currently providing quality crew and Instructor training to personnel within the Aviation Industry on a worldwide basis. Training is provided in accordance with EU OPS regulations and requirements in the following areas:</p> <ul style="list-style-type: none"> <li>❖ Instructor Training</li> <li>❖ Initial Safety Training for Flight Crew and Cabin Crew</li> <li>❖ Conversion to type training for Flight Crew and Cabin Crew</li> <li>❖ Aviation Medicine</li> <li>❖ Security</li> <li>❖ Wet drills and Survival</li> <li>❖ Fire and Smoke</li> <li>❖ Dangerous Goods</li> <li>❖ CRM/Human Factors</li> </ul>
<p><b>OUR CREDENTIALS</b></p> <p><b>Why use Active Plane Training and Consultancy Ltd?</b></p>	<p>Instructors working with the Company are known to the UK CAA, the IAA and many other European CAA's in whose countries of jurisdiction we have worked.</p> <p>Donahue Cortes is Group Director of the Company and has significant training, consultancy and management experience both in the UK and overseas.</p> <p>Sarah Skelton is the Post holder of the Company and an accredited CRMI and CRMIE (Ground) Instructor. She is currently the Chair of the Royal Aeronautical Society Human Factors Cabin Crew Standing Group. The Standing Group works in conjunction with the UK CAA and comprises of CRM experts and trainers within the Aviation Industry.</p>
<p><b>CABIN CREW ATTESTATIONS</b></p>	<p>Active Plane Training and Consulting Ltd were the first Independent training organisation in the UK to obtain approval from the CAA to provide Attestations for Cabin Crew. This approval was granted following a trial course in January 2010</p>



# ATTESTATIONS FOR CABIN CREW

## ATTESTATIONS For INITIAL CABIN CREW TRAINING

<b>REGULATION</b>	<p>EU – OPS came into force on <b>16<sup>th</sup> July 2008</b></p> <p>OPS 1.995(C) States that:          “An operator shall ensure that each cabin crew member has successfully completed Initial training in accordance with OPS1.1005 and holds an <b>ATTESTATION</b> of Safety Training”</p> <p>OPS 1.1005(d) states that:          “At the discretion of the Authority, the Operator or the Approved training organisation providing the training course, shall deliver an attestation of safety training to a cabin crew member after he/she has completed the Initial Safety Training and successfully passed the check referred to in OPS 1.1025”</p>
<b>WHAT DOES THIS CHANGE MEAN?</b>	<p>In the past, cabin crew have been trained by the Airline with whom they are employed. Generally the safety training lasts for a duration of 3/4 weeks, Included in this training is the Initial training OPS refers to - they would then go on to specific aircraft type and conversion training including the Airline’s specific rules and regulations.</p> <p>The Airline or Operator issues certification and keeps files and accurate training records to each cabin crew member in their employment, this certification is the property of the Organisation.</p> <p><b>ATTESTATIONS:</b>          EU-OPS, states that the Attestation certificate for cabin crew initial training now belongs to the Cabin Crew Member themselves.</p>
<b>WHY GET AN ATTESTATION?</b>	<p>Operators will look favourably on candidates for Cabin Crew who already hold an Attestation in Initial Cabin Crew, as this will reduce their training costs. The Attestation certificate will show the Operators your commitment to the role of Cabin Crew and that you have already proven and reached a required standard. The Attestation is recognised throughout the EU and Operators are required under the regulations to accept this.</p>



# TRAINING COURSE PROGRAM

<b>TRAINING COURSE PROGRAM AS PER OPS 1.1005</b>	<b>8.1</b>	<b>Duration of Initial Cabin Crew Training Course</b>  The course will be of a 9 day duration comprising of an estimated 63 hours of training instruction.
	<b>ANNEX 111 OPS 1.1005 CABIN CREW INITIAL TRAINING CURRICULUM SEGMENTS ESTIMATED TRAINING HOURS</b>	
	Appendix 1 to 1.1.005 (a)      Fire and Smoke Training 02 Hours	
	Appendix 1 to 1.1005 (b)      Water Survival Training 02 Hours	
	Appendix 1 to 1.1005 (c)      Survival Training 02 Hours	
	Appendix 1 to 1.1005 (d)      Medical Aspects and First Aid 20 Hours	
	Appendix 1 to 1.1005 (e)      Passenger Handling 16 Hours (including Dangerous Goods and Security)	
	Appendix 1 to 1.1005 (f)      Communication *	
	Appendix 1 to 1.1005 (g)      Discipline and Responsibilities 16 Hours	
	Appendix 1 to 1.1005 (h)      Crew Resource Management 05 Hours	
	<b>TOTAL TRAINING</b>	
	<b>HOURS            63 HOURS</b>	
<b>TOTAL TRAINING</b>		
<b>DAYS             09 DAYS</b>		

\* Communication is incorporated into all elements of the training syllabus



**ATTESTATION CERTIFICATE  
EXAMPLE**

EU-OPS Subpart O

Attestation of Cabin Crew Initial Safety Training

1. Reference number:	2.  <p style="text-align: center;">ATTESTATION OF CABIN CREW INITIAL SAFETY TRAINING</p>
3. Issuing body:	
4. Pursuant to Regulation (EC) No. 3922/91 of the European Parliament and of the Council for the time being in force, attests that:	
5. Full name:	
6. Nationality:	
7. Date and Place of Birth:	
8. Has completed an Initial Safety Training Course in accordance with Annex 111 – OPS 1.1005 and Has successfully passed the associated check in accordance with Annex 111 – OPS 1.1025	
9. Dates of start and end of the Course:	
10. Number of hours of training:	
11. Competent Authority:	
12. Signature and title of Issuing officer:	
13. Date of issue:	
14. This attestation shall not be considered as showing compliance with any other Cabin Crew Training Requirements:	



## COURSE DETAILS

<b>COSTS</b>	<p>Active Plane Training and Consulting Ltd will be offering this course to College Students for a reduced fee of:</p> <ul style="list-style-type: none"> <li>❖ £395 + VAT</li> <li>❖ £650 + VAT to Non College Students</li> </ul> <p>The fee is payable prior to attending the training and is not dependent on a pass or fail</p> <p>The course will be run for a minimum of 15 and a maximum of 20 delegates</p>
<b>WHO IS ELIGIBLE FOR THIS TRAINING?</b>	<ul style="list-style-type: none"> <li>❖ 18 Years of Age</li> <li>❖ Be in good health</li> <li>❖ Have a good standard of English</li> <li>❖ Be able to swim 25 metres unaided</li> </ul> <p>All trainees must complete and sign a Trainee Personal Details form (an example of which is below) this form under the regulations must be kept on our records for a period of 5 Years</p>
<b>OBTAINING AN ATTESTATION</b>	<ul style="list-style-type: none"> <li>❖ Trainees must be present for the whole of the training course</li> <li>❖ Pass the 3 multiple choice examinations with 90%</li> <li>❖ Pass the 2 Practical Assessments with 100%</li> <li>❖ Be prepared to complete any home study pre-learning supplied</li> </ul> <p><b>Examinations:</b> General Safety and Emergency Procedures / First Aid and Dangerous Goods  <b>Practical Assessments:</b> CPR (First Aid) Swimming Proficiency</p> <p>Trainees have the opportunity under the regulations to re-sit the examinations once – if they fail the re-sit examination, an Attestation <b>CANNOT</b> be issued</p>
<b>DURATION OF COURSE</b>	<ul style="list-style-type: none"> <li>❖ 9 Days classroom training</li> <li>❖ Over a 2 week period</li> <li>❖ Most days will commence at 0900</li> <li>❖ One day of training will commence at 0600</li> <li>❖ Prior to the 2<sup>nd</sup> week of training there will be 2 home study days</li> </ul>
<b>VENUE</b>	<p><b>Classroom Training</b> will be held at the Company Head Office Basepoint – Crawley (near to County Oak Industrial Centre)</p> <p><b>Swimming</b> will be held at the Horley Anderson Swimming Pool</p>



All Trainees are responsible for getting too and from the Training Venue's.

**TRAINEE PERSONAL DETAILS**

Please read the information on the reverse before completing this form

**Date of Course** .....

<b>Full Name</b>	
<b>Full Address</b>	
<b>Telephone Number</b> <i>(plus country code if applicable)</i> <b>Mobile Number</b> <i>(plus country code if applicable)</i>	
<b>Person to contact in event of Emergency and their relationship to you</b>	
<b>Contact Number</b>	
<b>Passport Number</b>	
<b>Date of Birth and Age</b>	
<b>Swimming Ability</b>	I confirm that I am able to swim at least 25 metres unaided Signature .....
<b>Medical Information including allergies and current medication.</b>  <i>Please note that before operating as cabin crew you are required to attend and pass a full medical examination. Please refer to the medical information sheet</i>	
<b>Is your standard of English fluent?</b> <small>Delete as applicable</small>	Yes / No

Note: This information is for company use only. It will be retained on our records for a period of 5 years.



## Medical and Language Information Sheet

### Medical

The Initial Medical examination or assessment and any re-assessment of cabin crew members should be conducted by, or under the supervision of a medical practitioner acceptable to the Authority.

The following medical requirements are applicable for each cabin crew member.

- ❖ Good health
- ❖ Free from any physical illness which might lead to incapacitation or inability to perform cabin crew duties
- ❖ Normal cardiorespiratory function
- ❖ Normal central nervous system
- ❖ Adequate visual acuity 6/9 with or without glasses
- ❖ Adequate hearing
- ❖ Normal function of ear, nose and throat

### Language

Cabin crew must be fluent in both written and spoken English and will be required to be assessed in their English language skills and fluency before operating as cabin crew.

You will not be accepted for the Cabin Crew Initial Training course if your command of English is not fluent.

If you have any query regarding the above information, please contact the Company.

### CONTACT DETAILS

<b>CONTACT</b>	Wendy Tracey-Roberts <a href="mailto:wendy@planettraining.eu">wendy@planettraining.eu</a> 01342 843393
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