

# ST JOHN AMBULANCE QUEENSLAND

## FIRST AID IN SCHOOLS BOOKING FORM



Prior to completing the booking form, please ensure you have read the following information.

- Our Volunteer Educators are highly trained and hold a current Blue Card and National Police Check.
- Our Volunteer Educators will visit your school as guest speakers, **they are not trained Teachers**. Please ensure that at least one Teacher is in the room throughout the duration of the session to assist with activities and classroom management.
- Our Volunteer Educator/s will arrive half an hour before the first session to allow time to sign in, be inducted to the site and set up the required training equipment.
- Sessions are 30 minutes (Prep – Y2), 45 minutes (Grade 3 - 4), and 60 mins (Grade 5 – 6). Sessions will be conducted consecutively, and we endeavour to accommodate school breaks.
- A minimum of 2 sessions and a maximum of 4 can be delivered over 1 full school day. In the instance of larger schools where all students may not be reached in one day, we will send an Educator over multiple days that suit your school calendar.
- Typically, a maximum of 30 students per session will ensure an optimal learning experience. However, for larger schools with limited time, up to 60 students per session is available upon request (please note: in this instance, 2 x class teachers will be required to be present for the entirety of the session).
- All parents and guardians must be aware that some content may not be suitable to all students. Grades 3 and 4 will learn the Recovery Position, whilst Grades 5 and 6 will learn CPR. If a parent or guardian wishes for their child to not participate in the program, the school must make alternative arrangements for those students for the duration of the session.

**Cancellation Policy:** St John Ambulance Qld's First Aid in Schools program is a volunteer-led community service which relies on the time donated to the program by our generous Volunteer Educator team. We understand that scheduling a program into your busy school's timetable requires a lot of coordination, and whilst all steps will be taken to ensure that your session will go ahead, there is a possibility that your original booking may be unable to proceed.

In the event of a shift being unable to be covered, a volunteer become unwell or cannot attend, your school's session will be rescheduled where possible, or should an alternative date be unavailable, be cancelled.

If you have any additional questions, please don't hesitate to contact us.

Please return the completed form to [enquiries@stjohnqld.com.au](mailto:enquiries@stjohnqld.com.au)



BOOKING DETAILS			
Contact Name			
Contact Phone		Mobile Number	
Contact Email			
Name of School			
School Address		Suburb	
Parking Instructions			
Program Delivery Location <i>(must be enough space for half of the class to lay on the floor – Grade 3-6 only)</i>	<input type="checkbox"/> Indoor Hall <input type="checkbox"/> Multi-Purpose Centre <input type="checkbox"/> Classroom <input type="checkbox"/> Other:		

**Reminder: Sessions are 30 minutes (Prep-2), 45 minutes (Grade 3-4), and 60 mins (Grade 5-6). Sessions will be conducted consecutively, and we endeavour to accommodate school breaks.**

PROGRAM TIMETABLE				
(Note: minimum of 2 and max of 4 sessions per day)				
SESSION TIME	Preferred Term		PLEASE SELECT 1 OF THESE OPTIONS OF SINGLE OR DOUBLE CLASSES (BY PLACING AN 'X' IN THE FIELD BELOW)	
	GRADE		30 Students	60 Students
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
			Total # of students	

PROGRAM TIMETABLE				
(Note: minimum of 2 and max of 4 sessions per day)				
SESSION TIME	Preferred Term		PLEASE SELECT 1 OF THESE OPTIONS OF SINGLE OR DOUBLE CLASSES (BY PLACING AN 'X' IN THE FIELD BELOW)	
	GRADE		30 Students	60 Students
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2	<input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
			Total # of students	



**PROGRAM TIMETABLE**  
 (Note: minimum of 2 and max of 4 sessions per day)

SESSION TIME	Preferred Term	PLEASE SELECT 1 OF THESE OPTIONS OF SINGLE OR DOUBLE CLASSES (BY PLACING AN 'X' IN THE FIELD BELOW)	
	GRADE	30 Students	60 Students
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
		Total # of students	

**PROGRAM TIMETABLE**  
 (Note: minimum of 2 and max of 4 sessions per day)

SESSION TIME	Preferred Term	PLEASE SELECT 1 OF THESE OPTIONS OF SINGLE OR DOUBLE CLASSES (BY PLACING AN 'X' IN THE FIELD BELOW)	
	GRADE	30 Students	60 Students
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
		Total # of students	

**PROGRAM TIMETABLE**  
 (Note: minimum of 2 and max of 4 sessions per day)

SESSION TIME	Preferred Term	PLEASE SELECT 1 OF THESE OPTIONS OF SINGLE OR DOUBLE CLASSES (BY PLACING AN 'X' IN THE FIELD BELOW)	
	GRADE	30 Students	60 Students
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Prep-Grade 2 <input type="checkbox"/> Grade 3 & 4 <input type="checkbox"/> Grade 5 & 6	<input type="checkbox"/>	<input type="checkbox"/>
		Total # of students	