



# S.H.E. Advises

SAFETY · HEALTH · ENVIRONMENT

Dear Delegates,

Welcome to your Legionella Awareness course Information. We look forward to seeing you soon.

Venue	Suffolk Enterprise Centre, 44 Felaw Street, Ipswich, Suffolk IP2 8SJ
Course Trainers	Jenny Saltmarsh
Car parking	Free on-site car parking available in the car park opposite the building on Mather Way. Entrance – view.audit.aims on What3words Also see attachments ‘how to find us’.
Reasonable Adjustments and/ or Special Consideration	If you have any needs which could impact on your ability to participate in the course fully, please advise SHE Advises on receipt of these Joining Instructions. Reasonable adjustments will be made where possible.
What do you need to bring?	Photo identification: E.g., drivers licence/passport Reading or distance glasses if needed to view the presentation screen or for reading activities. Medication (if required).  You’re welcome to bring along a legionella risk assessment that we use as part of the learning.
Refreshments	Refreshments will be available (teas and coffees). There is a sandwich van that arrives at approx 10.30am which you’re welcome to use, and a co-op a short 2/3 minute walk away.

We will commence at 9.15am. Please report to reception who will be expecting you and will direct you to the training room.

You may like to bring a notebook or pad with you. The most important thing you can bring is your enthusiasm!

Throughout the course, reference materials will be made available for you to assist your study.

We look forward to meeting you all.



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Course Contacts:

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