

Thanks for booking in!

Joining Instructions

Please note if you (attendee) are unable to comply with the terms within the Array Training Joining Instructions you will be unable to carry out your booking with Array Training Limited.

Booking Times:

Arrival time: **8.15am** Start Time: **8.30am** Finish Time: **4 - 5pm**

Morning break: 10-10.15am | Lunch: 12-1pm* | Afternoon Break: 3-3.15pm

**Dependent on booking type / Lunch is not provided.*

Sign In / Induction:

Arrival: On arrival, follow floor the signs to the Student Kitchen (reception). **Sign in** via our iPad and press the bell near your start time. Show ID to ATL Staff Member. The sign-in app will cover joining inductions. Please read it carefully before signing to confirm you have read and understood the facility and safety inductions: [View Here](#)

Exit: Please grab all belongs and **sign out** via the iPad at the end of each day. Complete Feedback Form (Scan QR code) on the last day of training (Ask an ATL Staff member for assistance).

Onsite car parking and **street parking** are available.

Array Training Ltd and the landlord are not liable for theft, damage, or incidents involving vehicles or property.

What to bring:

- Photographic ID (Passport or Driving Licence) **Essential Requirement**
PCN Bookings: Provide PCN e-certificate or valid PCN card.
- Personal Protective Equipment (PPE) **Essential Requirement**
MT / PT / VT Only: Coveralls, safety boots, glasses and gloves.
PPE can be supplied if required. PPE Must be worn before entering Workshop.
RT Bookings: ATL will provide TLD badges to attendees. Please bring your own TLD badge if classified
- Equipment (if preferred)
UT / ET Only: If using your own equipment send the valid calibration certificate to aberdeen@arraytraining.com.
7 working days' notice required.

No *electronic device(s) are permitted in the training/exam areas, You must leave all electronic device(s) in your vehicle or check them in at reception. **Live CCTV is in operation.**

**such as programmable calculators, mobile phones, cameras (of any form), laptops/tablets, smart watches, pens, electronic glasses, buttons on clothing or any other electrical device(s).*

Getting Here / Accommodation:


Address: Rigmar House, Hareness Circle, Altens, Aberdeen, AB12 3LY, Scotland

For **accommodation & travel** information: [Click Here!](#)

Please note: Array Training Limited are not liable for any accommodation issues/refunds caused by booking changes or cancellations.

PCN Application Requirement (PCN Bookings Only):

Please ensure you have completed, sign and returned your **PSL Application(s)** requested at time of booking to:

examinations@arraytraining.com  +44 (0) 1224 890806 - **Option 2** (help/guidance)

Language/Training Requirements:

You will be attending an NDT training/examination delivered in English, the attendee must have an understanding of the English language. If you, the attendee does not have the required level of English or suffers from Dyslexia, you must give notice and provide evidence (from a medically recognised body) via email by a **minimum of 7 working days** before the booking date. Once received, this evidence will need authorised before extra time can be granted or bilingual dictionaries are permitted. **Counselling** will be provided to students attending initial/supplementary training, this will be carried out by the ATL Trainer with the student in a confidential setting. **Homework** is provided/required at the end of each training day during initial training courses. All training material/paperwork must be provided to the ATL trainer, **failure to return paperwork** may cause delay to your certification / results.


Medical Requirements: Students taking medication must contact the ATL team before attending the centre to ensure all safety requirements are met before using equipment. All medical and safety information will remain strictly confidential.

Other Information / Help:

Privacy/Data Notice [Click Here](#)

For Help (Q&A's) - [Click Here](#)

Meet the A-Team [Click Here](#)

 +44 (0) 1224 890806 - **Option 1**

Terms & Conditions [Click Here](#)

bookings@arraytraining.com

