

## **Aviation Gateway Program**

### **Memorandum of Understanding**

#### **Safety**

North Shore Aero Club (“NSAC”) take all practicable steps to ensure the safety and wellbeing of students participating in the Aviation Gateway Programme. This includes but is not limited to visiting North Shore Airport, learning at NSAC facilities, flying in NSAC aircraft, and during visits to other organisations.

All flying lessons will be given by NZ CAA qualified flight instructors and follow CAA Rules and NSAC Flight Orders.

Our Safety Management Systems (“SMS”) require all learners to actively participate in our SMS and embrace our safety culture, and you will be inducted into our SMS as one of the initial steps of the Aviation Gateway Programme.

Whilst we take all reasonable efforts to ensure safety and wellbeing, NSAC cannot be held liable for any death, injury, illness, loss or damage of property associated with participating in the Aviation Gateway Programme.

#### **Course Attendance**

Proper course attendance including punctuality and time-management is extremely important. As a learning organisation we are aiming to create an environment where students receive the teaching and support they need for success, while students also take increasing responsibility for their learning and self-directed study.

Self-directed study time is included in your timetable, although you may wish to do extra study in your own time as well. You may use the facilities at NSAC to do so, or you may choose to study at home.

We ask that you arrive on time each week and involve yourself as much as possible in all the sessions in order to gain the most out of it. There will be a sign in form at reception that we require you to fill in when you arrive each Wednesday.

The schedule will be given to you on the first session and is subject to change due to weather and operational considerations. Any changes to the schedule will be communicated to you as soon as practicable.

#### **Course Cost**

The cost payable to NSAC for the three flying lessons (30 minutes per flight) will be **\$950** and will not depend on the time spent with the individual student which can be paid in three instalments as each flight is completed. NSAC will be covering all other costs associated with the delivery of the course. No meals will be provided, however, water, tea, coffee & milo will be available to students while on site.

#### **Workplace Visits**

All transport to and from sites **not** at NSAC will be provided by NSAC. This will be in registered & warranted vehicles with licenced drivers.

### **Student Conduct**

You are expected to behave in a professional manner, and the rules and standards are an indication of behaviour. You must not breach safety procedures, misuse alcohol, drugs or possess illegal substances. Nor commit any act which may endanger people or property, remove company or any individual's property without permission. Nor discriminate unfairly on grounds of race, colour, gender, religion or sexual orientation, or engage in any form of physical, verbal or written abuse.

### **Discipline**

All flight training will be conducted in accordance with the procedures specified in CAA Rules and Advisory Circulars as applicable. Whilst training at NSAC, all students must comply with the Civil Aviation Act 1990, all applicable CAR's and the NSAC Flight Orders, which are available at [www.caa.govt.nz](http://www.caa.govt.nz) and [www.nsac.co.nz](http://www.nsac.co.nz) respectively.

Failure to comply with the above rules and regulations, including any other NSAC policies and procedures may result in disciplinary action.

### **Student Declaration**

I, \_\_\_\_\_, agree that I have read and understood and will comply with the above throughout the 9-week Aviation Gateway Programme at North Shore Aero Club

Signed \_\_\_\_\_ (Student)

Date \_\_\_\_\_

## **Parental Consent**

I certify that I am the student's legal guardian and I give my child/dependent permission to attend the 9-week NSAC Aviation Gateway Programme and all associated visits. I acknowledge reading and understanding the above.

I certify that my child/dependent has no known condition which will put my child/dependent or any other staff or students at risk or prevent them from physically being able to control an aircraft under dual instruction.

I understand that there are risks associated with involvement in aviation activities and that these risks cannot be completely eliminated. I understand that North Shore Aero Club has a Safety Management System which has been approved by the Civil Aviation Authority of New Zealand, and this is available to me via [www.nsac.co.nz](http://www.nsac.co.nz)

I agree not to hold North Shore Aero Club, any of its staff or representatives or any other party involved in delivering the Aviation Gateway Programme liable for any death, injury or illness or loss or damage of property associated with attending the programme.

I understand that my child/dependent must pass six Unit Standards for successful completion of the NSAC Aviation Gateway Programme, two of which must be done as research tasks at home (US18585 and US20676). The cost for all these unit standards will be paid by the school.

I agree to pay NSAC directly for the three flying lessons (30 minutes per flight) and a simulator session at a cost of **\$950**.

Signed \_\_\_\_\_ (Parent/Guardian)

Name \_\_\_\_\_

Date \_\_\_\_\_