



Emergency Planning College

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Dear Colleague,

Thank-you for registering for our **Working with the News Media in Emergencies** course. We would expect delegates to have completed the **Introduction to Civil Protection** course or at least be familiar with the requirements of the Civil Contingencies Act (2004). This course is for those wishing to prepare plans and strategies to support interaction with the News media before, during and after an emergency. In order to get the most out of the course please read the information below.

1. **What to do now:** Review your organisation's current Emergency Communication Plan / strategy and discuss with colleagues from various parts of your organisation and/or Local Resilience Partners what they understand by media management. For those of you who are new to Civil Protection or indeed those who may wish a refresher before coming on a course, please go to our pre-course work link and read the information.
2. **What to bring to the course:** Participants are encouraged to bring their Communication Plans and any material designed to help with your relationship with the media (even if in draft form). It would also be beneficial if these could be given to our Library, with agreement of your organisation, to be used as a national resource.
3. **How the course is delivered:** The course will be interactive with presentations by college trainers followed by group and individual exercises that help you apply the concepts to your own situation. You will be encouraged to share experiences and to ask questions as this helps everyone to learn.

We look forward to seeing you at the college and please do not hesitate to contact our course support team if you have any queries.

Yours faithfully

Course Support Manager

