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**Emergency Planning College**

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Dear Colleague,

Thank you for registering for the **Working with the News Media in Emergencies** course. This course is for those wishing to prepare plans and strategies to support interaction with the News media before, during and after an emergency.

We would expect delegates to be familiar with the requirements of the Civil Contingencies Act (2004) or to have completed the **Introduction to Civil Protection** course.

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 and strategy. Discuss with colleagues from various parts of your organisation and local resilience partners what they understand by media management. For those of you who are new to Civil Protection or indeed those who may need a refresher before coming on a course, please go to our Civil Protection pre-course work link and read the information.
2. **What to bring to the course:** delegates are encouraged to bring their communication plans and any material designed to help with your relationship with the media. It would also be beneficial if these could be given to our library, with the agreement of your organisation, to be used as a national resource.
3. **How the course is delivered:** the course will be based around presentations followed by group and individual exercises that will help you apply the concepts to your own situation. The emphasis at the College is on highly interactive courses and you will be encouraged to share experiences, ask questions and explore issues in the interests of you own learning and that of other delegates.

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

Yours faithfully

**Learning Support Manager**