



FOCUS AIR FLIGHT SCHOOL

Professional Pilot Training in South Africa





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01 WELCOME TO FOCUS AIR FLIGHT SCHOOL

At Focus Air Flight School, we are well aware that when investing in flight training there is a considerable choice of training institutions. We appreciate that our customers will put a great deal of trust in our ability to cultivate the very best professional pilots. You will find many schools that offer excellent training courses, have a fleet of fine aircraft, operate from airfields with challenging airspace and in short provide a complete training service.

Of course, Focus Air Flight School does offer a complete and professional package details of which we will make available to you. However, our goal is to provide that little bit extra that makes the difference between good and excellent flight training. That extra ingredient comes in the form of a sincere and honest approach.

We back up our claims with the very best of flight training, but don't take our word for it ask the CAA inspectors and examiners that audit and assess our school and students. There are a number of considerations that keep us head and shoulders above the rest and first on that list is the quality of our staff. All of our fulltime instructors are trained in house using a course that has been commended as one of the finest in South Africa. We only accept instructors that are motivated and have the correct personal skills to give their students the very best. A great deal of emphasis in the training is given to teaching skills and CRM training that far exceeds the requirements of ICAO. But what is more important to the development of our instructors, other staff and students are the culture that exists at the school. In the same way children learn from their parents we believe in setting the right example. With a holistic approach to flight safety, airmanship, discipline and attitude we develop not just pilots but professional competent people ready for the work place.

Before you make your choice of training institution, we would greatly appreciate that you give us an opportunity to provide you with more details of our flight training.



02 ENTRY REQUIREMENTS

At Focus Air Flight School, we strive to develop students into highly knowledgeable and safe professional pilots. Our instructors believe that the quality of training is very important and we expect our students to adhere to this level of professionalism during their training. The selection of our students is therefore of paramount importance. We have developed a selection process based on our many years of experience in training pilots. We noted during the years that in order for students to become professional pilots, they need to have certain characteristics and a specific aptitude.

This selection process will be beneficial to you as a client as you will be certain the students who you send to us will be able to become the future professional pilots you require. Focus Air Flight School has developed a list of minimum requires that we expect all our students to meet however it is possible for the client to add any requirements needed to fit with their own policy.

Focus Air Flight School is able to assist clients in conducting and completing both the screening and selection process if required.

Focus Air Flight School's minimum requirements are:

- » The student candidate will have to fully understand and agree to submit to the Focus Air Flight School Rules.
- » The student candidate must be motivated, professional in his/her studies and have a positive attitude towards aviation and flying.
- » The student candidate must be of generally good health and a healthy lifestyle should be maintained.
- » The student candidate must not suffer from any mental disorder or be on any medication that might affect his/her physical or physiological abilities.
- » The student candidate must show respect for fellow students, instructors, aircraft and the School facilities.
- » The student candidate should show maturity and responsibility in decisions and behaviour in general, but significantly in studies, flight planning and the practical aspects of flying.
- » The student candidate should behave in an orderly fashion whilst wearing the school uniform and being on the school premises.



- » The student candidate must furnish Focus Air Flight School with a diploma, certificate or other proof of having completed and passed maths and science courses on a basic level with an educational institution (secondary school, college or university)
- » The student candidate must furnish Focus Air Flight School with a proof of receiving training or being proficient in the English language by means of submitting:
 - High school certificate / diploma, or
 - TOEFL score / diploma, or
 - In the event that none of the above-mentioned requirements can be met with regards to English proficiency, a test can be conducted with a representative from Focus Air Flight School that will assess the candidate's language and communication skills.

In order for FOCUS AIR FLIGHT SCHOOL to maintain a high level of professionalism amongst students we have a set of rules which students are expected to adhere to. The enforcement of these rules will guarantee the client's candidates remain professional and committed to their studies. Those students and/or pilots that contravene these rules

will be issued with a written Notification of a Red Tag and a red tag will be attached next to their name on

the student board. In the event that three red tags are issued, an official warning later will be given to the

student. Thereafter, any infringements of the club rules will result in the issue of further warning leers. Any student who receives three warning leers may be expelled from the school without further notice. Red Tag and warning leers will be given to the student in the presence of the Chief Flight Instructor (CFI) in order to give the student opportunity to respond. Clients will be updated as soon as any candidate of theirs is issued

with a red tag or a warning later.

Please consult the Focus Air Flight School Rules for more information on the school rules.





03 FLIGHT SCHOOL TRAINING

In preparing the professional pilot we use a holistic approach. We feel that it is important to help develop the right attitude amongst trainees. Regular safety meetings, briefings on important human performance issues and systems that help develop a strong safety culture are all just as important as the flight training. Once the arrival date for the group of candidates is confirmed, a schedule will be drawn up and sent to the client. It must be noted that flight training is highly dependent on weather and thus times within the schedule may need to be adjusted weekly. Clients will be made aware of changes as they will be sent weekly progress reports on the group as well as individual students.

031 ORIENTATION

The students will be fully orientated within their first week of training. The orientation will take place in two parts. The first part of the orientation will be a full orientation of FOCUS AIR FLIGHT SCHOOL, the staff, the Standard Operating Procedures (SOPs), Virginia Airport and lastly, they will be given an overview of their training on the first day at FOCUS AIR FLIGHT SCHOOL. The second part of the orientation will be a social orientation. This will take place on the first Friday or Saturday the students are in Durban. One of our instructors will orientate the students as to where they can do their grocery shopping, banking as well as restaurants etc. in the area. The second part of the orientation will end in a barbeque with all the instructors and Chief Flight Instructor.

032 PRIVATE PILOT LICENCE (PPL)

The approach at FOCUS AIR FLIGHT SCHOOL is to build solid foundations in the early stages of the students training which will form the basis for a professional career in aviation. Client's candidates will learn that becoming a pilot

is a melt-disciplined skill and that the quality of preparation, planning and attune are paramount to success and safety. This is just one of the reasons that we believe we can provide contract clients with the professional training needed for their candidates. As part of the integrated Commercial Pilot License

03 FLIGHT SCHOOL TRAINING



(CPL) course we have extended the PPL to 50 hours (5 hours more than the CAA requirement) in order to give students the experience and instruction so important in these early stages. Besides the minimum of 50 hours of flight training the PPL Course includes a number of theoretical courses and examinations. At Focus Air Flight School all our students will receive extensive ground briefing at all stages of the training.

We believe in solid preparation and planning before each and every flight. As well as these scheduled one to one briefings student will also attend a Radio Course for the Restricted Radio License, an English Pro-efficiency Test, and the PPL ground school in preparation for the seven PPL examinations. In addition, there are progress tests every 10 hours of flight training, a pre solo test and a written test on the training aircraft.

To supplement the briefing and ground school lectures computer-based training courses are available to all students. During this phase of the training the pilot makes the momentous first solo flight but more importantly learns all the basic skills upon which their flying career rests. On completion of the PPL students will move on to the Night Rating.

033 CREW RESOURCE MANAGEMENT (CRM)

The first modules of Crew Resource Management (CRM) training are integrated into the PPL and thereof-

term into each phase of the training. CRM training is directed at improving flight safety through awareness

of such factors as Stress management, Communications skills, Decision Making and Risk Management.

This training is essential as human error continues to be the number one cause of aviation accidents.

034 NIGHT RATING

As part of the PPL students receive a minimum of five hours of Instrument Flight (IF) training. The Night Rating begins with an additional five hours of IF training in preparation for night flight. At this stage of the training we have included modules on more advanced aspects of Instrument flight procedures as a precursor to the Instrument Rating training. At least three hours of this training will be conducted on our CAA approved flight simulator. Again, these modules which will include instruction on procedures such as holding patterns and sector entries go beyond the requirements of the CAA.

Our objective is to develop key skills early in the training process in preparation for the real world of procedural instrument flying. The night rating includes circuits and navigation exercises to be flown at night. Once the student has passed the written examination, they will then undertake a flight test with an experienced examiner.

035 ADVANCED TRAINING

The syllabus at this stage of training is broken down into seven modules each of which includes a combination of solo General handling, solo Navigation, solo Night Flying and dual checks. The dual checks are designed to monitor the progress of the student, considering that the majority of this training is solo flying. Some dual checks will be conducted on the simulator in order to consolidate and to learn new Instrument flying skills.



There are a number of compulsory navigation flights built into the course including international flights and flights to the busy airspace around Johannesburg. These flights are designed to build the right kind of experience and expose the student to challenging situations. Students will be paired off and encouraged to fly together on the more challenging navigation flights. Instruction will be given on basic melt crew cooperation and students will be expected to work together as a team in the cockpit.

During the briefing in preparation for this course the skills test forms for the Instrument rating and the CPL test will be reviewed. The objective here is to begin preparation for the final flight tests by considering the exercises to be flown and the allowable tolerances. During solo flight training exercises the student can work toward achieving the high standards required in the final flight tests. An important aspect of this phase is the involvement of our instructors who will mentor students through the course.

As well as the regular dual checks there are a number of important briefings in the course.

These regular meetings between student and instructor allow the trainee pilot to touch base with the instructor. The instructor will check the student's progress and guide them through the training process.

less. On completion of each solo flight the student will fill in a self-evaluation of his or her performance including a summary of their flying hours. This part of the course includes important modules on Crew Resource Management (CRM) which explores human aspects of piloting. Briefings will be conducted on topics such as Automated systems, Ergonomics and Situational awareness. During this phase of the training the student will attend CPL ground school in preparation for the written examinations. It is compulsory for the student to pass the written examinations before the final phase of the training is commenced.



036 SIMULATOR TRAINING & PRACTICAL GROUND SCHOOL

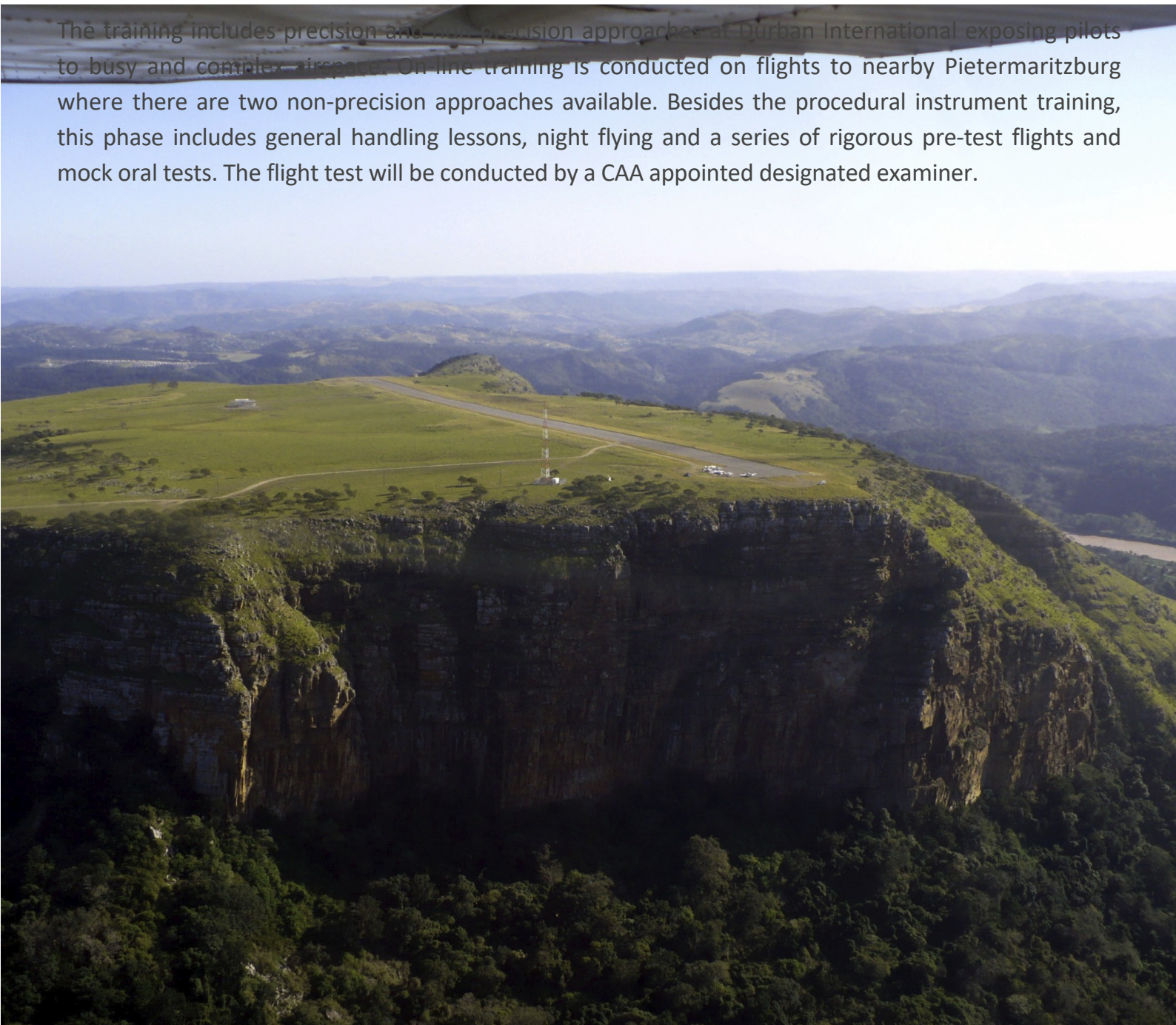
This ground school is different in that it explores the practicalities of being a successful and safe professional pilot. In preparation for the examinations the students learnt about the law and instrument flight procedures. Now our instructors will explore these areas from a practical perspective combining detailed and extensive briefing with simulator lessons.

As mentioned earlier at Focus Air Flight School we believe in thorough preparation before stepping into the aircraft and the forty plus lessons that form phase four of the training are designed to do just that.

037 FLIGHT TEST PREPARATION

This phase of training is mostly conducted in the aircraft; we do however include three to four hours of simulator training for troubleshooting. There is minimal briefing with the emphasis on intensive in-flight preparation for the flight test. Phase five typically includes 35 hours of flight training in the aircraft and three hours in the simulator. Again, students are paired off and will sit in the back of the aircraft during training flights as an observer. This extra exposure is invaluable experience as the student learns from the mistakes of his peers.

The training includes precision and non-precision approaches at Durban International exposing pilots to busy and complex airspace. On-line training is conducted on flights to nearby Pietermaritzburg where there are two non-precision approaches available. Besides the procedural instrument training, this phase includes general handling lessons, night flying and a series of rigorous pre-test flights and mock oral tests. The flight test will be conducted by a CAA appointed designated examiner.





038 STUDENT ASSESSMENT CRITERIA

Our assessment policy at Focus Air Flight School is designed to give feedback to both the student pilot and the Client. We appreciate that flight training is costly and understand the importance of fulfilling the Clients trust in us. As such we will communicate the progress of trainee pilots to the Client at regular intervals during the training.

Before being enrolled at the school all potential students will be evaluated for suitability. This will involve basic psychometric testing, maths, science and English language assessment. This process will prevent resources being wasted and protect your investment.

All students will undergo a flight check every 10 hours with either the Chief Flight Instructor (CFI) or the Senior Flight Instructor (SFI). On completion of the flight the student will receive a thorough appraisal of their performance. The appraisal also reviews the student's academic performance to date as well as their general behaviour and attitude toward the training. Copies of these assessments will automatically

be
forwarded to the Client. In the event that a student is not competent in any of the assessment

criteria, contact will be made with the Client to review the students training. In addition, an assessment is also made after each and every flight and these will be made available to the Client at their request. All assessments will be stored in a digital file format, allowing for easy access at any time.

Besides these assessments we have cut-off times at each phase of the training. If a student fails to complete any phase of the training in the stipulated number of flying hours they may be ejected from the course. Before this happens, the training instructor, the CFA and the student, will attend a meeting and a full report will be sent to the Client before any Action is taken. On the completion of each phase of the training the student will meet with the CFI or the SFI to review their progress and plan for the next phase.

In order to maintain discipline and to develop a culture of excellence amongst our students, we operate a “Red Tag” system, details of which can be found in the school rules. Those students who fail to comply with the rules will be issued with a warning later and a red tag will appear next to their name on the student pilot board. The student pilot will meet with the CFI or the SFI to discuss the issue and a copy of the later will be sent to the client. In the event that the student receives three warning leers they may be expelled from the school.

The Client is welcome at any time to contact either the training instructor or the CFI. Each student will be assigned their own instructor whose contact details including e-mail address will be forwarded to the Client on commencement of the training.





039 COMMERCIAL PILOT LICENCE (CPL)

For many years now we have referred to our CPL course as The Professional Pilot Course. Our reasoning is that the course is designed not just to comply with the CAA requirements and not just to pass the flight test. The course goes way beyond, and prepares trainee pilots for the real world of piloting. When read-in through the training manual you will see compulsory International flights and challenging navigation exercises to the busiest of airspace. The trainee will experience flying aircraft with new age glass cockpits and receive thorough training on human performance issues such as communication skills, stress management and situational awareness.

Our objective is to train capable, competent pilots who will have the skills and knowledge to go to work the day they walk out of our door. The CPL course does not stand alone, the training and preparation start from the very first flight lesson toward the PPL. Our Integrated CPL and Instrument rating course is broken down into five phases of training. Each phase of the training builds toward clear goals including the PPL, Night Rating and the Instrument Rating. Candidates for the CPL will be required to pass eight written examinations on the following subjects, Navigation Plotting & Navigation General, Radio Aids, Human Performance, Instruments and Magnetism, Meteorology, Law & Procedures, Flight Planning & Performance and Aircraft Technical & General. The examinations are all multiple choice and the pass mark is 75%.

in-house ground school and one on one briefing will help to prepare candidates for these examinations.

In order to hold a CPL license, the trainee will be required to have at least 200 hours of flight time which includes 100 hours of solo flight time. The bulk of the solo hours are flown during the advanced training phase of the integrated course. The advanced training includes a series of testing navigation flights, general handling session, instrument flying checks and night flying. The trainee will be guided and mentored through the course by his training instructor, who will help in the preparation of some flights in particular the international flight. During this phase of the training the student will build up valuable experience that will serve him well throughout his career.



040 THE INSTRUMENT RATING (IR)

The Instrument Rating is, to a large extent integrated into all phases of the flight training, although phases four and five contain the bulk of the training for this rating. The Instrument rated pilot will have the skills and qualifications to fly solely by use of the flight instruments, without having to look outside. In some respects learning these skills can be the most rewarding but challenging aspects of the whole training process. This is why the average student will fly at least 50 hours of actual or simulated instrument flying (IF) during their training.

Our CAA approved flight simulator plays a vital role in the preparation for the Instrument Rating flight test. The candidate will fly up to 20 hours on the simulator before stepping into the aircraft. This preparation is critical, learning complex procedures and mastering the instrument scan is made considerably easier when the instructor can hit the pause button and review the training. This is of course a luxury you won't have in the aircraft. The instrument rating course contains more than 40 separate lessons preparing the candidate thoroughly and in great detail for the real world of instrument flying. The student will be well prepared receiving extensive briefing before and after each flight lesson. We feel that our ground school training programme is amongst the most comprehensive on offer. The trainee will receive briefing on law, procedural, technical and human performance issues.

The instrument flight training begins in Phase one, the PPL, where the student is introduced to the art of instrument flight. A typical student will then receive an additional five to six hours of instrument flight instruction during Phase two, the Night Rating. It is in this Phase that we start to make use of the simulator with lessons on radio navigation aids such as the NDB and VOR. In Phase Four it is back to the simulator for 15 to 18 hours of pro-

cedorol training. The trainee will learn how to fly holds, sector entries, precision and non-precision approaches, and a host of other instrument flight procedures. Only when the student is both competent and confident do we take to the sky and undertake the final preparation for the flight test in a single or multi engine aircraft.

The

whole course follows' our detailed syllabus, using training manuals that leave no stone unturned. Our objective is to give the student realistic and comprehensive training in preparation for their first day at work.



041 MULTI ENGINE RATING (ME)

The step up to flying a multi engine aircraft is considerable, as such we believe in the very best of preparation before flight training begins. Our CAA approved course goes beyond what is required delivering comprehensive and rounded training. This course begins with extensive ground schooling on all aspects of flying in multi engine aircraft. Using our very own power point presentation we will guide the student through the theory first, before exploring important practical, performance and safety issues. The theory ground school is a two-day course, usually conducted in groups of 2 to 5 people. During ground school the trainee will complete a written examination with respect to the training aircraft. The instructors will then mark and debrief the examination and at the same time explore the training aircraft and its systems in detail.

The flight training begins with general handling and aircraft familiarization flights. Each flight is preceded with a detailed briefing. Once the trainee feels confident and is competent, then the asymmetric, or single engine drills begin. Dealing with an engine failure is challenging demanding that the pilot act efficiently whilst maintaining composure. The student will spend some time in the

circuit and for those wishing to complete a Malt engine Instrument rating then Instrument Flying will follow. The basic melt engine conversion entails two days of ground school, a further six hours of briefing and at least six hours of flight training in our Seneca II. For those wishing to complete their initial Malt engine Instrument Rating add at least an additional five hours of flight training.



04 STUDENT ACCOMMODATION

When it comes to accommodating your candidates, we can make arrangements to lodge the students in a Crew House. The Crew House will be air conditioned and furnished with beds, cupboards, chairs and desks to provide the students with the possibility to also study at home. A lounge or social area with a TV set will also be made available to the students.

Cleaning, washing, ironing and other household services can be arranged by employing a full time maid.

Arrangements can also be made to have a daily shuttle service between the crew house/ accommodation and the flight school. The frequency of the shuttle service will be dependent on the phase of training or your demands as a client. The specifics of accommodation can be discussed together with you, the client, to satisfy your needs with regards to the student candidates' accommodation.





05 PRICE LIST

For flight training, please refer to the attached price list.

This price list is for additional services with regards to the selection process, accommodation and other services made available to the client by Focus Air Flight School. As mentioned earlier, Focus Air Flight School is happy to assist our clients with the selection and screening process. Clients will have to organize flights and accommodation for our instructors to attend the selection and screening process over and above the cost per student. It will cost \$150 per student for this process.

06 MISCELLANEOUS

South Africa is a wonderful country to explore and FOCUS AIR FLIGHT SCHOOL will assist in organising safari trips or team building exercises for the candidates. These trips will be dependent on the Client's needs and budget.

Please note that FOCUS AIR FLIGHT SCHOOL will charge a fee to arrange these trips as they do not form part of the flight training.





07 CONTACT DETAILS

PHYSICAL ADDRESS

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