



The Flying Club with Altitude

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Training Record

Flight & Radiotelephony



FLIGHT & RADIOTELEPHONEY TRAINING RECORD

This is your personal training record, used to record your progress through the PPL syllabus. You should present this record to your instructor each time you start and finish a training session.

There are three boxes after each section to be signed off. The first is **'explained'** This boxed will be signed by your instructor once a skill or subject has been explained or demonstrated.

The second is **'practised'** and should be signed by yourself once you are happy you understand and feel you can demonstrate the skill or knowledge required.

The third is **'achieved'** and should be signed by your instructor once you have successfully demonstrated your ability or knowledge of the subject.

Your Details
Name
Flight Training OrganisationHenlow flying Club
Date Training Commenced
JAR PPL / NPPL
Primary Instructor / Mentor/.....
Contact numbers/.....

GROUND EXAMS & MILESTONES



Ground Exams	Date Passed	
Aviation Law and Operational Procedures		Solo
Human Performance and Limitations		
Navigation and Radio Aids		Solo Nav
Meteorology		
Flight Performance and Planning		QCC
Aircraft (General) and Principles of Flight		
Communications		
R/T Practical		



Flight Exams / Milestones	Date Passed
First Solo	
Qualifying Cross Country	
NPPL Navigation	
NPPL GST	
JAR PPL Navigation & GST	

RADIO TELEPHONEY

SECTION 5 En-route Procedures	Explained	Practised	Achieved
5.1 Frequency Changing			
5.2 Initial Call			
5.3 Procedural Position Reports			
5.4 Level Reporting			
5.5 Use of FIS			
5.6 Use of LARS			
5.7 Use of SSR			
5.8 MATZ Penetration (Actual or Simulated)			
5.9 SVFR Clearances			
5.10 Flight in a Control Zone			
5.11 Obtaining VDF Bearings for Navigation			

SECTION 6 Emergency and Lost Procedures	Explained	Practised	Achieved
6.1 MAYDAY - (NO PRACTICE MAYDAY CALLS)			
6.2 PAN PAN - Practice Training Fix 121.5 MHz			
6.3 Obtaining VDF Bearings - True and Magnetic			
6.4 Degrees of Emergency – Definitions			
6.5 Frequencies to use for Emergency Calls			
6.6 Priority of Calls			
6.7 Uncertainty of Position			
6.8 Radio Failure			
6.9 SSR Emergency Codes			
6.10 Mayday Relay – Responsibilities			
6.11 Cancelling Emergency			

HFC Ground Exam – Prerequisites for practical milestones

First Solo Air Law & Human Performance
 Solo Nav Navigation & Meteorology
 Qualifying CC Aircraft Technical & Flight Performance

ALL EXAMS TO BE COMPLETE PRIOR TO FINAL FLIGHT EXAM

FLIGHT TRAINING

1	Aircraft Familiarisation	Explained	Practised	Achieved
	Check Lists			
2	Before and After Flight	Explained	Practised	Achieved
a	Preparation for flight			
b	Starting and stopping the engine			
c	Post flight actions			
3	Air Experience	Explained	Practised	Achieved
4	The Controls	Explained	Practised	Achieved
a	Primary effect of each main flight control			
b	Further effects of each main flight control			
c	Trimming			
d	Effect of airspeed and slipstream			
e	Effects of power changes			
f	Effect of using flaps			
g	Carburettor heat			
h	Mixture control			
i	Using the radio			
j	Cabin Heating and ventilation			
5	Taxiing the Aeroplane	Explained	Practised	Achieved
6	Straight and Level Flight	Explained	Practised	Achieved
a	Flying straight and level in balance at constant power			
b	Flying straight and level in balance at a selected airspeed			
c	Cruising with flap extended			
7	Climbing	Explained	Practised	Achieved
8	Descending	Explained	Practised	Achieved
a	The glide			
b	Powered Descent			
c	Use of flap in the decent			
d	Sideslip			
9	Turning	Explained	Practised	Achieved
a	Medium Level turns			
b	Climbing turns			
c	Descending turns			
d	Turning onto selected headings			

FLIGHT TRAINING

10	Stalling and slow flight	Explained	Practised	Achieved
a	Slow flying			
b	Stalling			
11	Spinning	Explained	Practised	Achieved
a	Incipient spins			
b	Full spins			
12	Standard Take-off and climb to downwind leg	Explained	Practised	Achieved
13	Circuits, Approaches and landings	Explained	Practised	Achieved
a	The Circuit, powered approach and normal landing			
b	The go around			
c	Departing and joining the circuit			
d	Flapless approach and landing			
e	Glide approach and landing			
f	Crosswind operations			
g	Short field operations			
h	Soft field operations			
14	First Solo	Explained	Practised	Achieved
15	Advanced Turning	Explained	Practised	Achieved
a	Steep level turns			
b	Recovery from unusual attitudes			
c	Steep descending turns			
16	The forced landing without power	Explained	Practised	Achieved
17	Precautionary Landings	Explained	Practised	Achieved
a	The precautionary search and landing			
b	Ditching in water			
18	Pilot Navigation	Explained	Practised	Achieved
	Ground to Map			
	Map to ground			
	Nav PLOG planning			
	Flying a planned route			
	Diversions			
	Navigation at lower level and in reduced visibility			
	Lost Procedures			
	Emergency Procedures			

RADIO TELEPHONEY

SECTION 1 Aircraft Radio Equipment	Explained	Practised	Achieved
1.1 Switching On			
1.2 Selecting Frequencies including 5/25 KHz steps			
1.3 Volume and Squelch Adjustment			
1.4 Intercom/Station Selection Box			
1.5 Headset Adjustment			
1.6 Location of Equipment			
1.7 Location of Antennae			
1.8 Radio Failure			

2. PRACTICAL TRAINING AND DEMONSTRATION	Explained	Practised	Achieved
SECTION 2 Radio Licence and Procedures	Explained	Practised	Achieved
2.1 Aircraft Radio Licence and Schedule			
2.2 FRTOL - ANO Schedule 8 and Art 21			
2.3 CAP 413 - UK AIP			
2.4 Microphone Technique			
2.5 Call-signs – Abbreviations			
2.6 Listening Out - Phonetic Alphabet			
2.7 Standard Phrases			
2.8 Signal Strength/Readability Reporting			

SECTION 3 Departure Procedures	Explained	Practised	Achieved
3.1 Radio Check - All boxes			
3.2 Taxi information/instructions - Read Back			
3.3 Holding (ground) 4.3 ATC Clearance (if applicable)			
3.4 Departure Clearance (Controlled Aerodrome)			
3.5 Take-Off Clearance			
3.6 Frequency Changes - Ground/Tower/Approach			
3.7 Differences in ATC - AFIS - Air Ground Procedures			
3.8 Conditional Clearances			
3.9 Use of SSR			

SECTION 4 Circuit and Arrival Procedures	Explained	Practised	Achieved
4.1 Initial Call - Listen Out			
4.2 Joining Procedures - Aerodrome Information			
4.3 ATC Clearance (if applicable)			
4.4 Entering ATZ Calls			
4.5 Circuit Calls (Incl. Military Circuit)			
4.6 Landing			
4.7 Orbit - Extend - Touch and Go - go-around calls			
4.8 Vacating Runway			
4.9 Closing Down			