

# Enrolment form

Name and Address	Phone number	Email address

Contact name and number in case of emergency:

Are there any medical issues or medication needs you would like the garden team to be aware of?

How did you hear about the garden?

Is there any way we can enhance your experience of being part of the garden team?

Do you have any previous garden experience?

We need the following information to help us to complete monitoring forms required by funding bodies:

Age: under 16:                      17-50:                      50+:

<u>White</u> (to include British, Irish, other white background):	<u>Mixed</u> (to include White and Black Caribbean, White and Black African, White and Asian other mixed background):
<u>Asian or Asian Black</u> (to include Indian, Pakistani, Bangladeshi, other Asian background):	<u>Black or British Black</u> (to include Caribbean, African, other Black background):
<u>Chinese</u> :	<u>Any other ethnic group</u> :

Please read and sign the Health & Safety guidelines overleaf

# Health & Safety Guidelines

Staying healthy & safe is everyone's business. Here are a few guidelines to help keep you from harm in the garden. On your first volunteering visit, you will be asked to sign a copy of these guidelines.

Children under 14 years must be supervised at all times by their responsible adult.

First aid – a basic First Aid kit is available in the shed.

Please wear gloves, stout shoes or boots, and consider eye protection.

If you are new to gardening or returning from an absence, beware of taking on too much heavy work, particularly of a repetitious nature. Break yourself in gradually.

Don't do any activity that you think might be beyond your abilities - just let the Garden duty manager know and we will find something more suitable.

Only lift weights that are within your capability, and apply proper & appropriate lifting techniques.

Use tools for the purpose they were intended, and in the manner they were designed to be used. If you are not sure, please ask.

Beware of leaning onto plant stakes in the ground – they may be close to your face & difficult to spot. All plant stakes should have eye protection at the top - If you see an unprotected stake, please get it capped.

Adults only may use sharp tools, power tools or chemicals after consulting with the duty manager. Correct protective clothing must be worn.

Beware of sharp objects such as needles, broken glass, brambles, etc. which may be concealed in soil or growth. Brambles may be removed with care (thick gloves!) but other sharps must be reported to the duty manager.

Any animal droppings found should be removed to the appropriate bin - avoid contact with your skin.

If you are unsure about anything, don't be embarrassed to ask – the Garden duty manager will be pleased to help.

Please remember to wash your hands after gardening.

I have read and understood the guidelines

.....Signature of volunteer

Date:.....