



Stokenchurch Dog Rescue

Tower Farm, Oxford Road, Stokenchurch, Bucks, HP14 3TD

Tel: 01494 482695

email: admin@stokenchurchdogrescue.org.uk

www.stokenchurchdogrescue.org.uk

Patron: Colin Baker, Lydia, Countess Baldwin of Bewdley

Reg. Charity No. 274589

VOLUNTEER APPLICATION FORM

PHOTO I.D IS REQUIRED PRIOR TO VOLUNTEERING

Personal Information

TITLE	
FULL NAME	
ADDRESS (INC POSTCODE)	
DATE OF BIRTH	
PRIMARY TELEPHONE NO.	
MOBILE TELEPHONE NO	
EMAIL ADDRESS	
CURRENT OCCUPATION	
HOW DID YOU HEAR ABOUT US?	

Position Applied for (tick all boxes that apply):

Dog Walking 10.30-12.15	
Kennel Work	
Home checking	
Grounds and Maintenance	

Table Top Sales	
Event Support	
Street Collections	
Receptionist	

Days & Times Available (please tick all boxes that apply):

DAY	MORNING	AFTERNOON
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Home checkers: If you are applying to be a home checker please include town name & first part of postcode where possible (or time willing to travel)

About you: Please describe your previous experience with animals or any experience that may be relevant to the role you are applying for. This may include interests, hobbies, skills, knowledge and qualities that you believe may be relevant to helping at Stokenchurch Dog Rescue (please continue on a separate sheet if necessary).

Emergency Contact Details and Medical Information

Emergency Contact Name :	
Emergency Contact No. :	
<p>Have you ever been convicted of a criminal offence?</p> <p>Please note that criminal convictions need not be disclosed, except for specific occupations, if they are spent within the meaning of the Rehabilitation of Offenders Act 1974</p> <p>You may be asked to complete a Criminal Records Bureau Check due to the nature of the position you are applying for</p>	YES / NO
Allergies :	
Date of last tetanus injection: This must be up to date for kennel work – your surgery will be able to advise you	
Please advise of anything else you wish us to be aware of that might affect your health & safety whilst with us	

**DOG WALKING DISCLAIMER
(MUST BE COMPLETED BY ALL DOG WALKERS)**

I,

State as follows:

1. I have volunteered to walk dogs for Stokenchurch Dog Rescue.
2. I agree to adhere to all instructions given to me by the staff in relation to the dog, its' temperament and its' handling requirements, especially relating to children under 18.
3. I accept that, by not following the Dog Walker Safety Instructions that I have been issued, any problems encountered whilst a dog is in my care are entirely at my own risk.
4. I agree to wear the high viz jacket at all times and only give the dog the treats as given to me by the staff.
5. I agree to pick up all dog deposits and dispose of them appropriately.
6. I agree to carry a mobile phone with me on walks.

VOLUNTEERS PLEASE REVIEW THE STATEMENTS BELOW

Your information may be held on a central database, local computer file, or as a paper record. At SDR we take your privacy seriously and will only use your personal information to help us provide and improve our services as a charity.

You do not have to provide us with your information although, if you do not, it will mean that you are unable to use our services. For example, we cannot permit dog walking without this information.

All data is safe and we will never pass it to a third party without your permission.

If you are happy for Stokenchurch Dog Rescue to hold this data in any of the formats listed above please tick or write yes in the box. Without this we cannot progress the volunteering application as we would be unable to contact you.

Occasionally SDR would like to keep you up to date with news and events. Please tick this box if you would like to receive such information

Completed volunteer forms must be emailed to admin@stokenchurchdogrescue.org.uk

If at a later date you would prefer to not receive future messages from Stokenchurch Dog Rescue please email admin@stokenchurchdogrescue.org.uk or write directly to Head of Administration at Stokenchurch Dog Rescue

Signed.....

Date.....

DOG WALKER SAFETY INSTRUCTIONS

(TO BE KEPT BY THE WALKER)

Firstly we will thank you, on behalf of the dogs, for the commitment of your time for dog walking. We do hope you find that you enjoy the pleasure which the dogs derive from a break in kennel routine and that this is some reward for your generosity.

We must draw your attention to certain safety aspects of dog walking and our joint obligation to the dogs, to the general public and, of course, to yourselves. The following points will help define the situation and maintain the reputation of the kennels.

- When you report to reception your name will be entered in our register which records the name of the dog walked, the time taken out and subsequently the time returned. **Please note – dogs MUST be returned to kennels by 12.15pm.**
- When you are allocated a dog the staff will inform you of any behavioural problems (such as aggression to other dogs) or digestive problems. Please respond appropriately to this information.
- The dog's lead **MUST NOT** be removed under any circumstances.
- We appreciate that children will want to lead the dog. However, we ask that an adult **MUST** be in charge of the dog at all times, whether on the roadside or in the countryside or onsite. We are happy to provide an extra lead for a dog if you would like, please ask at reception. If walking with children, you will have been given a dog that is suitable to be with children so please **DO NOT** allow your children to touch any other dog.
- Care should be exercised when passing other dogs and walkers. Some of our dogs are known to be difficult with other dogs but any dog can unexpectedly react and it is better to be safe than sorry. Also be very careful when passing horses and other livestock.
- A mobile phone **must** be carried with you on all dog walks. This is in case we need to contact you when you are off the premises (and vice versa).
- Should an accident occur to either the dog or the walker please report this to reception when you return. This need not involve injuries.
- To help us, we would value your comments and any input about the dog and its behaviour whilst out walking. If you feel there is something we should know please ask at reception for a form. It would be helpful if any areas needing work were identified e.g. reacted to another dog, doesn't like horses, as well as any possible injuries. Unusual behaviour by the dog, e.g. constant loose bowel movements should also be reported and will enable us to treat a condition earlier than otherwise might have been the case.

If you have any queries on the points raised here, or indeed on anything associated with the kennels, please do not hesitate to let reception know.

Thank you for your help - it is much appreciated.