



Appley Tower Heritage Project Volunteer Researcher Registration Form

Please complete the following and return to rachael.ardley@naturalenterprise.co.uk
or Natural Enterprise, Shide Meadows Centre, Shide Road, Newport PO30 1HR

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|----------|--|
| Name | |
| Landline | |
| Mobile | |
| Email | |
| Address | |

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| EMERGENCY CONTACT | In the event of an emergency, we will contact this person as soon as possible. |
| Contact name: | |
| Landline number: | |
| Mobile number: | |

Please inform us of any medical condition that might be relevant / important for us to be aware of, including serious allergies.

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| Volunteer Code of Conduct |
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To create a healthy and happy work environment we expect volunteers to:

- Treat one another with respect and consideration
- Work with honesty and integrity
- Work co-operatively with other team members
- Ask for help or additional training as required
- Immediately report any workplace incident of discrimination, bullying or harassment
- Natural Enterprise is a non-smoking organisation

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| Permissions / Statements: | |
| If you are happy for Natural Enterprise to use photographs of you tick box | |
| If you have read and agree to abide by our Volunteer Code of Conduct tick box | |
| If you have read and understood our Volunteer Policy document tick box | |

| | |
|-------------------|--|
| Signed | |
| Print name | |
| Date | |

How we use your data:

We will communicate via email and may use text/telephone to inform you of volunteer task cancellation or changes to meeting times, for example due to last minute staff absence. Task leaders may also need to contact you via email, text or telephone for various operational reasons. Your emergency contact and any relevant medical details will only be used in the event of an emergency. With regards to medical information, you can either complete the form or verbally inform your task leader of any relevant conditions to the work you are doing. This is optional but can be helpful for volunteer care in the event of an emergency. You can opt out of all or any of the above at any time by informing us in writing or verbally. If you no longer wish to volunteer, please inform us either in writing or verbally and all your data will be deleted.