



THE ZONE YOUTH CLUB VOLUNTEERS FORM

Little Gransden Village Hall
Little Gransden

Please complete all sections. All information supplied will be treated in complete confidence and will not be passed onto any third parties.

The Zone is a Youth Club for children aged between 7-16 years old. It will be held every Friday night (term time only) between 4.30 to 6.00 (school year groups 3-5, ages 7-10) and 6.00 to 7.30 (school year groups 6-11, ages 10-16). A timetable of dates will be posted on our website www.thezonehub.co.uk. Should the Hall be unavailable for some reason a note will be put there. All members pay £2.50 Club fee for each session; this will include refreshments.

We aim to have 4 volunteers for each session (see weekly rota below). Your help is invaluable to ensure the success of the Club.

Your details

Please provide the following information so that we can contact you. We will only use these details to contact you about the Club and will not share your personal details with any third parties.

First Name	
Last Name	
Address and postcode	
Home phone number	Mobile phone number
Email address	

Emergency contacts

Please provide details of one person that we could contact in an emergency.

Name
Relationship to you
Home phone number
Mobile phone number

Responsibilities

- Report to Youth club Leader on arrival
- Ensure rules of the Club are adhered to and respected
- Ensure that you are familiar with the "Keep The Zone Safe" poster on the noticeboard
- Sign the visitors book on the day of volunteering (on registration table)
- Record any accidents in the accident book (on registration table)
- Ensure that you are aware of the location of the first aid box in the hall
- Communicate any problems that may arise to youth Club Leader
- Act in a supportive capacity to all members of the club

Youth Club Constitution

A copy of the constitution will be emailed to all volunteers for reference. This constitution has been agreed and signed by the Chairman and Secretary of the Youth Club. Every volunteer will be required to abide by these rules.

Weekly Rota

We will aim to have 4 volunteers for every session each week. A rota will be made available each week, please put your name down against any date and time you are able to help. **Should you no longer be able to cover that date/time please inform the Youth Club Leader as soon as possible on Nantmarg@hotmail.co.uk or phone 07762409175**

Children/Parent's Consent

Children have been asked to complete a membership form, this will have been signed by a parent/guardian giving consent for them to attend the club. Guidelines as below:-

1. We may take photographs and video recordings the children involved in an activity. These may be displayed on our website or sent to the local newspaper. We will not at anytime use a name against any image that can be viewed on the website or published by the press.
2. As a member of The Zone, children will be able to participate in a range of supervised activities, games and learning. There may be trips and social events planned.
3. Details of any medical conditions, details of any allergies, special diet or medication have been requested.
4. In case of an emergency contact details of two people have been requested.
5. The Youth Club will not without prior written consent by a parent/guardian ask your child to participate in an activity that may involve taking them off site.

Rules of the Club for children

Every member of the club has been asked to abide by these rules.

- To treat fellow members and volunteer staff with respect and courtesy
- To use all of the Club/Hall's facilities with respect
- You will not be able to leave the building unsupervised during Club hours
- You will not be allowed to leave the Club early without notification from a parent
- All members must register when they arrive/leave the Club
- Bullying of any kind will not be tolerated
- Behaviour - rude, dangerous or persistent disruptive behaviour will not be tolerated. A verbal warning will be given and a parent/guardian will be informed. Should this continue, one written warning will then be given. A suspension period may be invoked or you may be asked to leave the Club.
- Should you not abide by these rules you may be asked to leave the Club

Agreement

I have read and understood The Zone Youth Club's rules	
Your signature	Date

Please bring your completed form with you when you next return to The Zone Youth Club. Alternatively please put through the post box at 64 Meadow Road, Great Gransden.