

Volunteers: If you have any allergies or medical conditions that may prohibit you from doing any activities, please make the Supervisor aware of these.

Information marked by an \* must be completed.

Volunteer Supervisor or volunteer — Please ensure that all volunteers have recorded their full name and the hours contributed for task. The hours contributed plays an important part in collating data for audits and providing stats to RSWT. Before starting the task please ensure all volunteers are clear on the risk assessment, health and safety for them and others and have the necessary tools and clothing to carry out the task. Please sign below to confirm:

**Volunteer Supervisor or volunteer signature:** 

\*Volunteer Group:

\*Reserve:

\*Volunteer Supervisor:

	*Project / Task:				
	*Date:				
	*Start				
	*Finish Time:				
*Print Full Name (must be legible and no initials please)		*Total Hours	*Emergency Contact:	*Phone Number:	



Print Name	Hours	Emergency Contact:	Phone Number:

**Volunteer Supervisors** — please scan and email forms to **volunteering@derbyshirewt.co.uk** 

**Volunteers** - Please send your hours at the end of each quarter e.g. Jan—March (END OF MARCH), April—June (END OF JUNE), July—Sept (END OF SEPT) and so on. Forms can be scanned and emailed to <a href="mailto:volunteering@derbyshirewt.co.uk">volunteering@derbyshirewt.co.uk</a> or posted/left at <a href="mailto:Derbyshire Wildlife Trust HQ">Derbyshire Wildlife Trust HQ</a>, <a href="mailto:Middleton-by-Wirksworth">Middleton-by-Wirksworth</a>, <a href="mailto:DE4 4LR">DE4 4LR</a>