**ELLON & DISTRICT MEN'S SHED SCIO SC044586**

Please indicate which you are interested in - Men's Shed Women's Shed Petanque

## Membership Form

Complete the application form to become a member of Ellon & District Men's Shed (EDMS). Your form will not be accepted unless it is completed in full, including the disclaimers overleaf. Pages 3 and 4 to be retained by the new member.

| Personal Information | | | |
|---|---|---|---|
| First Name | | Surname | |
| Address: | | | |
| | | Postcode : | |
| D.O.B: | | Email: | |
| Tel no: | | Mobile: | |

| Emergency Contacts | | | |
|---|---|---|---|
| Contact name: | | Contact number: | |
| Relationship to contact: | | | |
| Please state any medical conditions which we should be aware of (e.g. diabetes, epilepsy, medication). Please also provide an update if your conditions change, to assist in managing activities and in case of emergency. | | | |
| Condition | | Date: | |
| Condition | | Date: | |
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| Condition | | Date: | |

| Shed Membership Fee |
|---|
| Membership is free; however, we are dependent on cash donations to cover refreshments etc. There are several donation boxes in the Shed. Please consider donating if you are able. |

| Particular Interests/expertise |
|---|
| Please state any particular interests/expertise you have or wish to learn |

Admin Use Only.
Received Date Approved Date

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## Declarations and Disclaimers

You must read and confirm your acceptance and agreement to each of the following statements by ticking the box.

### Safety

Safety inductions are provided for all powered tools, and PPE is available in the Shed.

- I understand that activities of the Shed carry hazards and I will be doing them at my own risk.
- I will act responsibly to ensure my own safety and that of others and confirm that I will comply with the Shed's Health and Safety policy.
- I will not use any powered tools unless I have had the necessary safety induction.
- I will wear any PPE deemed necessary for any item of equipment and will comply with all safety instructions.
- I agree to ensure my full understanding of the instructions for use and safety on every piece of equipment I use.
- I understand that EDMS excludes all liability except as permitted by law.
- I accept that EDMS trustees and members will not be liable for any direct or indirect loss, damage or injury arising from, or in connection with my participation in the Shed's activities.
- I waive any and all claims in respect to the above.

I hereby consent that I have read, understood and agree to the above statement. ☐. (tick)

### Health

Duty Trustees are first aid trained and will provide necessary medical assistance and contact emergency assistance if required.

- I understand that I must disclose any details about my health that might affect me in carrying out the activities in EDMS, and must provide an update if any condition changes.
- I understand that EDMS is not responsible for organising carers or medical support beyond seeking help in an emergency.

I hereby consent that I have read, understood and agree to the above statement. ☐ (tick)

ALL medical information will be treated as confidential and held securely.

### Privacy

I consent to the collection and use of my personal information for the purposes of my membership of EDMS and in EDMS communicating information to me.

I understand that from time-to-time photographs and videos may be taken within the Shed. I consent to their use by EDMS and Scottish and UK Men's Sheds Associations in publications, newsletters and in the media to highlight the good work of Men's Sheds. I understand that this consent can be withdrawn at any time in writing.

I hereby consent that I have read, understood and agree to the above statement. ☐ (tick)

Your personal information will never be distributed, sold or shared with third parties not stated above, except if required by law.

| Sign and print: | | Date: | |
|---|---|---|---|

By signing this form, you agree to the Code of Conduct.
Please return your completed membership form to any Trustee. Your membership application will be confirmed at the next Committee Meeting, and you will be advised accordingly.

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## Code of Conduct

The Code of Conduct applies to every person in EDMS (the Shed) at all times.

1. No form of bullying, abuse, neglect, violence, anti-social behaviour or infringements of the rights of others will be tolerated. Any such behaviour must be reported as per our Safeguarding policy.

2. Alcohol and drugs are prohibited in the Shed and any person entering the Shed showing signs of having taken alcohol or drugs will be asked to leave immediately.

3. Members of the Shed will respect the confidentiality of all individuals, whether present or not, and refrain from mentioning specific information which may cause embarrassment of any member, unless given their consent.

4. Members must accept that the Shed exists for the benefit of all its members, irrespective of religion, political views, nationality, disability, age or race.

5. Members of the Shed shall treat each other with fairness and consideration, showing regard for people's feelings and respect for their contribution.

6. Sheds work best when members work as a team. Every member should take responsibility for helping and supporting each other.

7. Every member has a responsibility for Health and Safety and ensuring procedures are always adhered to by all members and will adhere to the Workshop Safe Working Practices document. Every member should see themselves as a safety officer, regardless of any formally appointed positions for that purpose.

8. Differences can sometimes get personal or be hard to resolve for other reasons. Members should be prepared to recognise when this is happening. They should be ready to find fair ways of cooling things down.

9. No member of the Board of Trustees shall use their position of power for personal gain or wrongful treatment of others.

Any member with a concern about non-compliance with any of the above items please discuss with a Shed Trustee or with a trusted experienced Shed member.

Any person breaching the Code of Conduct may be asked to leave the Shed and the Board of Trustees will decide as to whether the person will be permitted to remain a member.

Thank you for your interest in Ellon & District Men's Shed