

# Get Farming Club

## Terms and Conditions and safeguarding information

1. New Club members must have a registration form completed in full by a parent or legal guardian prior to joining
2. Club timings are as follows:
  - a. morning group: 10.00 - 12.30
  - b. afternoon group: 14.00 - 16.30
3. Prompt arrival and collection is essential. Lateness is recorded by Farm staff and persistent lateness will result in your child's place being lost
4. If your child is to travel independently to and from the Club, written consent must be provided via the registration form by a parent or legal guardian at the point of registration or as soon as the arrangement is decided upon
5. If a Club member's attendance drops below 75% or if they are absent for six consecutive weeks their place will be lost and reallocated to somebody on the waiting list
6. The Club runs every Sunday of the year, continuing throughout the school holidays, except for two weeks over the Christmas period
7. Club members are provided with a simple snack and drinks during the session, free of charge. If your child has any dietary requirements, please inform us via the registration form, or as soon as it is known. We respectfully ask that you do not give your children food or drink to bring to the Club
8. Please ensure your child is equipped with sensible, weather appropriate clothing as sessions take place exclusively outdoors year-round. During the winter Club members should wear thermal top and bottoms, extra pairs of warm socks, long sleeved tops, a warm coat, waterproof layers and thick soled shoes or boots. In the summer months please ensure Club members bring with them adequate sun and heat protection
9. Members have devised and written Club rules which are to be adhered to. Rules include:
  - a. Observing strict health and safety procedures on the Farm, including wearing appropriate clothing and washing hands regularly
  - b. Leaving screens and valuables at home. In the event of contact needing to be made with your child, please telephone the Farm on 0207 2311010 and ask for the session leader. Should your child need to contact you, they will be allowed to do so using a Farm phone
  - c. Behaving in a respectful manner towards others, animals, plants and Farm property
  - d. Following instructions from session leaders
  - e. Adhering to e-safety guidelines
  - f. Reporting any concerns to Farm staff promptly

## INFORMATION FOR FARM USERS

We want Surrey Docks Farm to be a safe place for everyone and we follow Safeguarding Policies and Procedures.

### We aim to keep everyone safe by:

- Having a designated Safeguarding Leads who can be contacted with concerns (see below)
  - Checking and vetting all staff and volunteers appropriately
  - Collecting consent forms for all relevant activities
- Having a code of conduct for staff/volunteers and ensuring they know what is expected of them and what to do if they have concerns
  - Following National and Local Safeguarding Procedures
- Reporting serious concerns to MASH (Multi Agency Safeguarding Hub) or the police

### We ask you to support us in keeping people safe by:

- Heeding Farm signage, following instructions from staff and treating people and site buildings with respect
- Supervising children at all times unless they are in an organised activity, in which case a registration form would be provided
- Reporting any concerns about children/young people to the Designated Safeguarding Lead/s promptly

**DSL: Gemma Hooper** ([gemma@surreydocksfarm.org.uk](mailto:gemma@surreydocksfarm.org.uk))

**Deputy DSL: Lucy Tarver-Jones** ([lucy@surreydocksfarm.org.uk](mailto:lucy@surreydocksfarm.org.uk))

0207 231 1010

Southwark MASH – 020 7525 1921 (office hours)

020 7525 5000 (out of hours and ask for Emergency Duty Officer)

[MASH@southwark.gov.uk](mailto:MASH@southwark.gov.uk)

POLICE – 999

NSPCC Child Protection Helpline – 0808 800 5000