

ABOUT YOU

IT WOULD HELP US TO PROVIDE THE SERVICE(S) YOU NEED IF YOU COULD WRITE A FEW WORDS ABOUT YOURSELF INCLUDING INTERESTS, HOBBIES AND HOPES FOR THE FUTURE.

MEDICAL INFORMATION

PLEASE TICK THE APPROPRIATE BOX FOR ALL THE QUESTIONS BELOW. IF YOU HAVE TICKED YES FOR ANY QUESTIONS PLEASE GIVE DETAILS IN THE RIGHT HAND COLUMN.

DOES THE PERSON APPLYING TO THE FOUNTAIN CLUB SUFFER FROM:

CONDITION	TICK BOX				DETAILS
ASTHMA	Y		N		
CHEST TROUBLE	Y		N		
EPILEPSY	Y		N		
HEART TROUBLE	Y		N		
DIABETES	Y		N		
FAINTING ATTACKS	Y		N		
MIGRAINES	Y		N		
DO YOU TAKE MEDICATION?	Y		N		
DO YOU HAVE ALLERGIES?	Y		N		
OTHER	Y		N		
HAVE YOU HAD A TETENUS JAB IN THE LAST 3 YEARS?	Y		N		

DO YOU HAVE ANY OTHERSERIOUS MEDICAL CONDITION WE SHOULD BE AWARE OF?

DECLARATION

I DECLARE THAT ALL OF THE INFORMATION I HAVE PROVIDED IS TO THE BEST OF MY KNOWLEDGE.

SIGNATURE OF APPLICANT		DATE	
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THE FOUNTAIN CLUB MANAGER WILL NOW REVIEW YOUR APPLICAION. IF WE REQUIRE ANY MORE INFORMATION WE WILL CONTACT YOU

OFFICE USE ONLY

COMPLETED BY			
DATE REFERENCE REQUESTED		DATE REFERENCE RECEIVED	
DATE ACCEPTED		IMMEDIATE ACTIONS	
SERVICE OFFERED	WEEKDAY	WEEKEND	BOTH



For better
mental health

Wirral Mind Fountain Project

Member's Contract

Membership

Membership is open to all people who are experiencing or have experienced a mental health problem. It is also open to an adult relative or friend and also a professional carer of the member. Children of members may also be allowed on Wirral Mind premises at certain times and by prior arrangement with the Day Services Manager or their deputy.

At all times children are the responsibility of the parent/guardian with whom they attend.

Health & Safety

All members of, and visitors to, the Fountain Project must sign in and out on the attendance sheets located on reception to comply with current Fire/Health & Safety regulations.

Code of Conduct

Wirral Mind will not accept ANY physical or verbal aggression towards members of the Fountain Project or it's staff. The Day Services Manager, or their deputy, has the right to deal with the situation accordingly, including immediate suspension and or ejection of the person(s) involved.

Acts of violence towards members of the Fountain Project or it's staff will NOT be tolerated. The Day Services Manager or their deputy will call for Police intervention if it is considered necessary.

All such incidents will be reported to Wirral Mind's executive committee for further action as appropriate.

Alcohol & Illegal Substances

The use or supply of illegal substances or drugs is not permitted on Wirral Mind premises at any time. Anybody found to be in possession of, or believed to have used illegal substances either on or before entering Wirral Mind's property will be suspended and the Police will be informed.

No alcohol is permitted on Wirral Mind's premises at any time, except in designated areas when attending organized functions.

Should the Day Services Manager or their deputy believe anyone to be under the influence of alcohol or an illegal substance they **will** be asked to leave. If the problem persists the following procedure will be followed:

- All incidents will be reported to Wirral mind's executive committee
- A forum comprising members of the Fountain Project will decide what disciplinary action shall be taken.
- The member has the right to appeal to Wirral Mind's executive committee against the decision.
- The member has the right to have an advocate attend each stage of the procedure.

Smoking

Smoking is not permitted anywhere in Wirral Mind's premises

Continued Overleaf...

Theft & Vandalism

Acts of theft **will** result in the immediate suspension of the member and the Police being informed.

Personal belongings should not be left unattended and Wirral Mind cannot be held responsible for any loss or damage to any belongings left on their property.

Members and visitors shall treat the premises and property of Wirral Mind with due and proper care. Failure to do so may render the member liable to immediate suspension and exclusion from the premises.

Any such incidents will be reported to Wirral Mind's executive committee who will decide what, if any, further action is to be taken.

Changes In Circumstances

Members are required to inform the Day Services Manager of any change in their circumstances. This includes change of:

- Name
- Address
- Doctor
- C.P.N.
- Mental Health Diagnosis
- Other Medical Condition
- Medication

Privacy

No information volunteered by an individual will be disclosed to any third party, except where the Day Services Manager of their deputy believes that information indicates a risk of self-harm by the individual or the possibility of harm to other members of the Fountain Project, it's staff or other members of the public.

DECLARATION

I HAVE READ THE CONTRACT, OR HAD IT READ TO ME, AND I UNDERSTAND ITS TERMS AND CONDITIONS AND AGREE TO BE BOUND BY THEM.

Member's Signature		Print Name	
Date			

Wirral Mind Staff Signature		Print Name	
Position Held		Date	