

**CHERRY TREE NURSERY FRIENDS AGREEMENT 2015**

Welcome to Cherry Tree Nursery as a Friend. Your help is greatly appreciated and indeed very necessary, as we have 40-50 people attending every day and only 6 staff. We always need volunteers to help with many tasks including: help with the opening of the Nursery at weekends and Bank Holidays, selling plants at shows, organising barbecues, the Christmas Party and other social activities for our volunteers, operating the till, restocking the retail area, assisting with plant orders, we also need experienced drivers to deliver shrubs in our vans, and pick up supplies, and graphic designers able to produce high quality promotional material.

We need to take up two references for you from responsible people who know you well and are not related to you, and can confirm that you are honest, reliable, patient and trustworthy.

To satisfy Health & Safety and Fire Regulations we would ask you to sign in on arrival and if you are leaving for lunch breaks etc. We are happy for you to arrange the days on which you can help us by filling out the rota in the shop. This is to ensure that we have adequate cover every day. If you cannot attend on your normal day we would request that you let us know. If you have any suggestions, problems or complaints we would be grateful if you could tell a member of Staff rather than another volunteer; our complaints policy available on request.

Without your assistance we would find it very hard to continue the essential work of Cherry Tree Nursery helping people with severe and enduring mental illness to regain their dignity and to improve the quality of their lives, and helping them to socialise, find friendship, companionship, and to learn new skills. Our Friends are invaluable in enabling the work of this very special and unique project to continue.

We rely on our Friends to treat our volunteers with respect, tolerance and sensitivity, and to promote the loving community we believe in. The services we provide, including courses and outings, are for the specific benefit of the volunteers, and are not usually available to Friends, who are here to support the work of the charity, and to do the work the volunteers are not able to do.

The Trustees of our charity insist that our volunteers abide by certain rules, which really goes without saying in any working environment. We are obliged to include the following clause for you to sign to satisfy our insurance and Health & Safety requirements:-

I understand that no person attending the Nursery may be under the influence or in possession of alcohol, or non-prescribed drugs, and that any person driving any of our vehicles must have a full and clean driving licence. No disruptive behaviour will be accepted.

Please sign to say you have received, read and understood both this agreement and a copy of our Health & Safety Policy.

Signed ..... Dated .....