

# Belconnen Community Men's Shed

## Carer Membership Form

This information is private and in confidence provided for reasons of insurance and occupational safety within the shed.

This information will not be distributed or used outside these premises.

Family name	
Christian name	Preferred name

Contact details

Address	
	Post code
Phone	Mobile
Email	

Alternate / Emergency contact

Name	Relationship
Phone	Mobile

Occupational health and safety

Do you have medical conditions that may impede your use of equipment	YES	NO
Do you take medication that may impede you from using certain tools	YES	NO

If yes to either of the above provide details


Carer accompanying and responsible for

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Carers' responsibility and terms

At all must supervise and accompany charge.	
Is responsible for the wellbeing and behaviour of his charge.	
Must be accredited to use equipment.	
This membership is not transferrable.	

Annual membership fee \$50.00

Member Signature	Date
Shed representative Signature	Receipt Number

**Induction form to be completed and signed by Officer and new Member.**

**BCMS Rules Acknowledgement form to be completed and signed by Officer and Member**

# Belconnen Community Men's Shed

## Member Induction

Responsibility as a Carer	Your membership to this shed and your responsibility to your charge is not transferrable to any other carer or shed member. As the carer you are responsible for his behaviour and safety at all times.	
Emergency Procedures	Indicate emergency exits and explain evacuation procedure	
	Indicate location of emergency contact sheet	
	Indicate location of First aid & defibrillator	
	Indicate location of fire extinguishers	
Amenities	Indicate toilet and kitchen	
	Explain morning tea - 10am tools down - gold coin donation	
Safety	Eye & ear protection available and to be worn when required. Suitable footwear to be worn at all time	
	Members to be inducted on all machinery	
	Shed manager, safety officer on duty, any queries relating to equipment its use, safety or any other concern is referred to the duty officer.	
	Carers responsible for clients and will assist clients on all projects	
	Cameras are installed inside and outside the shed for reasons of security and safety	
General	Opening hours 09:00 - 12:00 Tue, Wed, Thu & Sat	
	Membership \$50:00 per annum (July-June)	
	Members need to be financial to use machinery and tools	
	Rules & Charter booklets is available online and hardcopy. Newsletter available via signup and on web page.	
	No Smoking - smoking area in front of church hall	
Projects	The shed takes on community project as required	
	All projects require job sheets (insurance)	
	Members may work on approved personal projects providing own material	
	Large projects require permission of shed manager	
	Projects & tools put away and area cleaned up after use	
Print Name		Signature
Member		
Shed Representative.		

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