#### INFORMATION FOR THE MEMBERS OF THE BODMIN & DISTRICT HORIZON CLUB -; UPDATED 2020.

. As a member of the club there are things that we need you to do – that helps to keep the club running & keeps everybody coming to the club safe, happy and having a good time.

 To do this we need you to -; Make sure your name is down on the list of members, you have a membership card and you have paid your £1…there is always a volunteer who is ready & waiting for you to come over and introduce yourself and pay your weekly subs. WE need you / support worker/ carer to do this when you first arrive at the club as there just isn’t time to chase individuals for their subs. It does also affect our numbers of members on the night if this isn’t done. Also, whilst paying your subs, there could well be a Newsletter for you and or information on a trip that needs to be handed to you on the night and you can always ask if you’ve been away or missed a letter as we usually have spare copies. Plus, if you have been asked to bring in a reply slip or pay towards an upcoming trip this needs to be handed to the volunteer managing the subs as well – thank -you.

. Just another note – we are currently running a waiting list as we have over 70 + members on our register, this is fantastic but to keep the club moving we have 6-week policy. What this means is where if we haven’t been advised that a member is unable to come for whatever reason, then after 6 weeks we can offer the place to another member. So please talk to us, as we know it can be difficult sometimes… many thanks. Have all the appropriate items you may need, in case of an accident for instance spare clothes, as we are unable to keep any ourselves due to lack of space - but also to pass on any changes that you feel the club needs to know or could simply affect their experiences on the night – please appreciate its not being noisy its on a need to know basis only & I am more than happy for you to email the club at Hello @horizonclub.org.uk or message me on 07779582442 & I am pretty good as responding the same day, to discuss confidentially.. We are updating membership forms, as good practice but also to address the changes within GDPR – data protection to protect the personal information on individuals. This means making sure we only hold the needed information, so please return promptly as we also give the members birthday cards and therefore need to make sure we have the right date ad have the right contact details in case of an emergency. Most importantly the club is run on Thursday evenings from 7-9pm so please can you make sure the members are picked up promptly, as its not fair that the volunteers have had to (on occasions) hang around until much later and that’s the point they are volunteers. If there are any differences to times or venues, we will always let you know.

### . Please can all the members & support make sure all their rubbish is put in the bins provided on the night and we recycle cans & plastic bottles by the tuck shop – thank you & in the can bin on the upper part of the College ( and cans only please!)

. Thank you and we hope this will keep all the members safe & happy- All the volunteers.