

Emergency Contact Form

Volunteer details

Volunteer name

Address

Postcode

Contact number(s)

Emergency contact details

If you wish to add additional emergency contacts please complete separate forms for each contact.

Contact name

Address

Postcode

Telephone landline

Mobile

Work number

Email address

**Relationship to
volunteer**

Authorisation

I authorise the trustees, or another person acting on behalf of Baby's Basket, to contact the above named emergency contact in any event deemed an emergency, and I am not able to give permission for myself.

Full name of volunteer

Volunteer's signature

Date

**Full name of emergency
contact**

**Emergency contact's
signature**

Date

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Medical details

Please give details of any circumstances, or medical condition, and/or medication you are prescribed, which medical personnel or other emergency personnel may need to know or which may have a bearing on your treatment in an emergency if you were unable to give this information for yourself.

Details (please continue on a separate sheet if necessary)

I am currently under treatment at

Information privacy

Baby's Basket is committed to protecting the privacy of your personal information. Personal information is information which directly or indirectly identifies a person. We need to collect and handle your personal information in order to ensure your safety in the event of an accident or emergency whilst volunteering. All the information you give us will be handled in accordance with the *General Data Protection Regulations*.

We will only share your information with medical or emergency professionals, or your named emergency contacts, in an emergency where you are unable to give information or your permission yourself in order to obtain care for you in the event of an accident or emergency. We will not use your medical or emergency contacts information for any other purpose, unless the law requires us to do so.

Place your information in the sealed envelope provided, which will only be opened in an emergency.

IMPORTANT

IT IS YOUR RESPONSIBILITY TO KEEP YOUR EMERGENCY CONTACT INFORMATION UP TO DATE.