

LUCKY HEDGEHOG RESCUE

POLICIES & VOLUNTEER

HANDBOOK



We may change the content of this Policy & Volunteer Handbook from time to time so please check in occasionally to ensure that you're happy with any changes.

When you attend LHR in any capacity, or use our website you are legally bound by the contents herewith as an agreement and any breach of, may invite personal legal action against you. You must understand the serious nature of this Handbook & will contact the Founder & Lead, Lucy Felgate-Baumberg with any concerns or requests by emailing luckyhedgehogs.lucy@gmail.com

LUCKY HEDGEHOG RESCUE C.I.C. Registered in England. Company No: 14085854
Registered Office: Paddock Cottage, Grimston Lane, Grimston HU11 4QE

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ABOUT US & EMERGENCY INFORMATION

COMMUNITY INTEREST COMPANY Statement.

Lucky Hedgehog Rescue C.I.C. 14085854.
Paddock Cottage, Grimston Lane, Grimston HU11 4QE
Registered May 2022.

We declare that the company will carry on its activities
for the benefit of the community, or a section of the community.

Activities will provide benefit for:

The 24/7 saving & rehabilitation of wild Hedgehogs and
developing the wildlife woodland & will offer experiences & learning for the public.

FIRST POINT OF CONTACT WITH ALL CONCERNS/ENQUIRIES :

FIRST CONTACT: Founder & Lead, Lucy Felgate-Baumberg.

Lives on premises, Tel: 07590756833, email: luckyhedgehogs.lucy@gmail.com
(Lucy's additional training: Vale rescue Course and the Secret World Wildlife & Hedgehog
Courses.)

Voluntary **Health & Safety Officer**, Emma Clarke
luckyhedgehogs.emma@gmail.com

Human First Aid & Hedgehog medicating
Lucy Felgate-Baumberg

A **Defibrillator** is in the telephone box in the street approx 2 houses to the left & a
Paramedic lives in the house next to it.

IN THE EVENT OF FIRE

Everyone must vacate the building they are in and meet at the assembly point, which is the
FRONT GARDEN OF THE MAIN HOUSE, and call 999, and wait for Lucy so everyone is
accounted for.

OUR LOCATION

Paddock Cottage, Grimston Lane, Grimston, HU11 4QE
ThreeWordsLocation: coconuts.sharpen.trade
Coordinates: 53.79883N, 0.05909W

EMERGENCY COVER should Lucy be taken ill

*Please make a note on your mobile phone in case you
cannot get a response from me when you're expected.*

Please contact: Holderness Hedgehog Rescue on 07563917914 to cover the rescue.
Then, TEXT to notify Alex on 07824 471171, who will respond within 2 hours.

LUCKY HEDGEHOG RESCUE
VETERINARY & CLINICAL POLICY:

We have an agreement for **24/7 veterinary cover** for injuries and out of hours with:

Norwood Veterinary Group,
28 Norwood, Beverley, HU17 9HB
Tel: 01482 882613

In the event of working hours for emergency **euthanasia:**

Drop off at Chestnut House Vets,
Sutton Grange, Salthouse Rd,
HU8 9HL

CLINICAL DISPOSAL ARRANGEMENTS:

Used **needles & syringes.**

Needles are in yellow 'sharps' containers.

Used syringes are bagged in small swing top bins.

Both are disposed of with **Chestnut House Vets.**

Pre order yellow sharps bins so we can swap with full bins.

BODIES, RIP, Disposal:

Each deceased Hedgehog is wrapped in newspaper and placed in the

Bag in the designated chest freezer in the brick outhouse.

The frozen bodies are collected/disposed of by a local pet crematorium.

GENERAL WASTE DISPOSAL

All general waste is placed in bin liners and transferred to the provided Commercial Waste Bin situated in the front garden of the main house, and collected by East Riding Council.

LUCKY HEDGEHOG RESCUE HEALTH & SAFETY POLICY STATEMENT



Health and Safety
Executive

Policy statement

Part 1: Statement of intent

This is the health and safety policy statement of:

LUCKY HEDGEHOG RESCUE C.I.C. 14085854

Our health and safety policy is to:

- Prevent accidents, injuries and work related illness.
- Manage health & safety risks within all roles associated with our rescue company.
- Provide clear instructions, information and adequate training to ensure that all volunteers are competent in their roles.
- Provide personal protective equipment (PPE).
- Consult volunteers on matters affecting their health and safety.
- Provide and maintain a safe working environment.
- Provide and maintain safe equipment.
- Provide clear instructions on emergency procedures including an evacuation plan in the event of fire or significant incident and RIDDOR.
- Provide COSHH sheets for products used by volunteers.

Lucy M Fergate-Baumbach

Signed

13/02/2023

Date

Ms Lucy M Fergate-Baumbach

Print name

13/02/2024

Review date



Health and Safety
Executive

Part 2: Responsibilities for health and safety

1 Overall and final responsibility for health and safety:

LUCY FELGATE-BAUMBERG (FOUNDER & LEAD)
EMMA CLARKE (VOLUNTEER HEALTH & SAFETY OFFICER)

2 Day-to-day responsibility for ensuring this policy is put into practice:

LUCY FELGATE-BAUMBERG (FOUNDER & LEAD)

3 To ensure health and safety standards are maintained/improved, the following people have responsibility in the following areas:

LUCY FELGATE-BAUMBERG (FOUNDER & LEAD) responsible for ALL areas of Health & Safety

4 All employees should:

- co-operate with supervisors and managers on health and safety matters;
- take reasonable care of their own health and safety; and
- report all health and safety concerns to an appropriate person (as detailed above).



Health and Safety
Executive

Part 3: Arrangements for health and safety

Risk assessment

-WE WILL COMPLETE RELEVANT RISK ASSESSMENTS REGULARLY AND TAKE APPROPRIATE ACTION.
-RISK ASSESSMENTS WILL BE REVIEWED ANNUALLY AND IN RESPONSE WHEN NEW RISKS ARE IDENTIFIED.

Training

-WE WILL GIVE VOLUNTEERS A HEALTH & SAFETY INDUCTION AND TRAINING IN THEIR PARTICULAR AREAS OF WORK.
-WE WILL DISPLAY HEALTH & SAFETY POSTERS TO ASSIST VOLUNTEERS & VISITORS ALIKE.
-WE WILL PROVIDE PPE.

Consultation

-WE WILL CONSULT VOLUNTEERS ROUTINELY ON HEALTH & SAFETY MATTERS AND NOTIFY THEM OF NEW OR REVIEWED ADDITIONS AS THEY ARISE.

Evacuation

-WE WILL ENSURE THAT ESCAPE ROUTES ARE CLEAR & KNOWN.
-WE WILL ENSURE THAT VOLUNTEERS AND VISITORS ARE AWARE OF THE FIRE ASSEMBLY POINT.



What you need to know about

MANUAL HANDLING

Regulations 1992 - Good Handling Technique

The additional responsibilities placed on employers, with regard to manual handling and lifting, came into effect on January 1st. 1993, under the health and safety act 1974.

ATTENTION & ASSESSMENT

- Recognise potential hazards
- Understand unfamiliar handling operations
- Know how to use handling aids
- Use personal protective equipment properly
- Appreciate environmental factors contributing to safety
- Be a good housekeeper
- Realise your own capability

CHECK THE FOLLOWING

- ◆ **DANGERS** Are there any sharp corners, projecting nails points, etc. ?
- ◆ **BALANCE** Is the parcel stable to lift and easily gripped ?
- ◆ **PLAN** Is your route clear and free from obstructions ?
- ◆ **REST** Can you stop and rest if you need to ?
- ◆ **DESTINATION** Have you identified your destination- is it safe to unload?
- ◆ **PROTECTION** Are you wearing the appropriate protective equipment ?



- 1. STOP**
THINK and PLAN



- 2. POSITION**
Place the feet apart keeping the leading leg as far forward as is comfortable, the head straight and shoulders level. Get a firm grip hooking fingers if possible and make sure load is secure.



- 3. LIFT**
Use your legs to lift the load. Don't jerk, move smoothly, keeping control of the load.



- 4. MOVE**
Move your feet. Don't twist the trunk when turning. Keep the load's heaviest side next to the trunk.



- 5. PLACE**
Put the load down, then adjust it's specific position. After unloading slide into position.

Dave Charles Designs®

COSHH

Coshh information for the following products are located in the brick barn.

ANIGENE DISINFECTANT

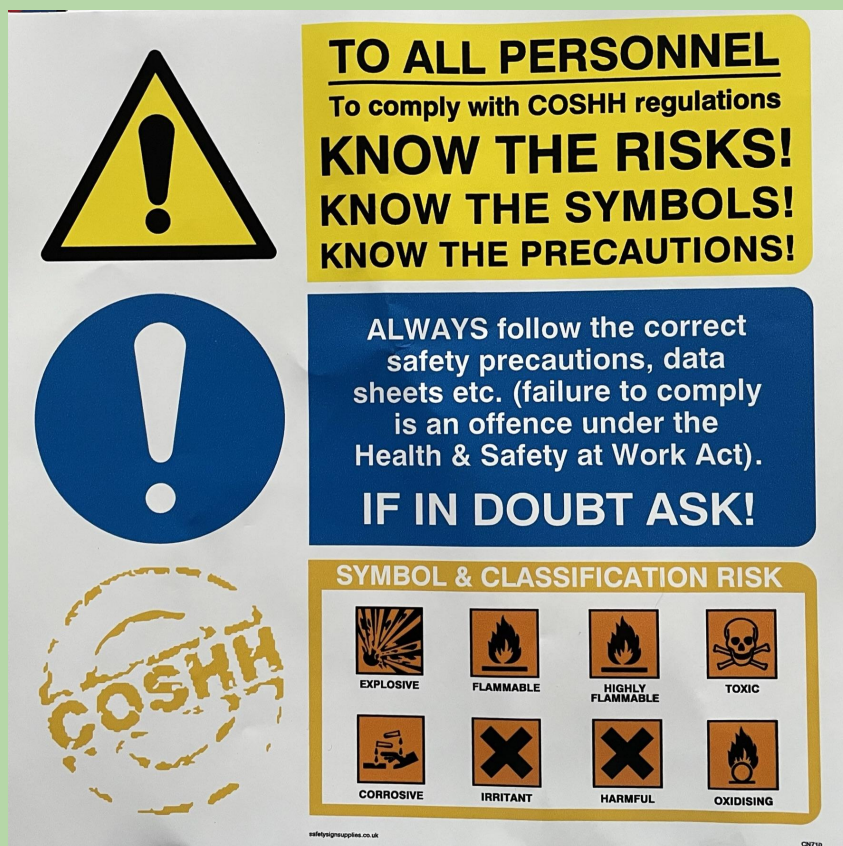
[ANIGENE-HLD4V-Concentrate-MSDS.pdf \(dugganhealthcare.com\)](#)

MILTON STERILISER

[7425_msd.pdf \(newhall.co.uk\)](#)

HIBISCRUB HAND WASH

[SDS EU \(Reach Annex II\) \(windows.net\)](#)



LUCKY HEDGEHOG RESCUE
CAPACITY POLICY

Lucky Hedgehog Rescue gauges their Capacity policy upon the level of funding in place and the number of volunteers available. LHR bases their capacity upon 60 patients; however, there is suitable accommodation to admit 100 patients should the funding and volunteers be available.

LHR will inform finders of other rescues or vets that can assist when,
LHR does not have adequate space, funding or staff to accept more patients,
When the patient is over an hours drive from LHR,
A vet contact will be advised for Hedgehogs suffering collapse, injury, flystrike, & struggling to breath,
A rescue contact will be advised for Hedgehogs found in daylight and orphaned hoglets.

HEDGEHOG RESCUE DIRECTORIES

www.yorkshirehedgehogs.co.uk
www.helpanimals.co.uk
www.helpwildlife.co.uk
www.britishhedgehogs.org.uk

LUCKY HEDGEHOG RESCUE
EUTHANASIA POLICY

Lucky Hedgehog Rescue (aka LHR, 'we' 'us',) will not allow a Hedgehog (aka Hhog) to suffer unnecessary pain and stress, nor prolong it.

Therefore, our euthanasia policy is as follows:

- to assess the Hhog ailment upon arrival deciding firstly whether the Hhog requires veterinary intervention for ailments or for euthanasia due to the extent of the injury or ailment. Hedgehogs that we identify in this category will have obvious broken limbs, be struggling to breath or fitting, collapse, or be covered in flystrike.

-Hhogs found in daylight, abandoned hoglets, disturbed nests with or without mum, or those too small for a wild winter, will be admitted into LHR. Hedgehogs found not responding or thriving to initial treatment with us are admitted to the vets for further investigation.

-Hhogs that may be rendered 'disabled' will be treated and assessed on an individual basis as to their disability. If we are able to find it an escape proof garden with housing and food provided, it will then be monitored there and live as near a normal life as possible.

When we cannot find suitable gardens, these unfortunate disabled Hhogs will be euthanized.

Required euthanasia during working hours is performed by Chestnut House Vets in Sutton.
Out of hours euthanasia is performed by Norwood Vets in Beverley.

LUCKY HEDGEHOG RESCUE **HEDGEHOG RELEASE POLICY**

GENERAL GUIDANCE FOR RELEASE

LHR has 'soft releases' and 'wild releases'.

SOFT RELEASE: Hedgehogs that have been treated and are clear of infection, illness and parasites, are placed in soft release as soon as possible. Soft release is preferably a Hedgehog house within a secure rabbit run or a triangle shaped rabbit run with a built in house. This is placed in a garden where wild Hedgehogs already congregate for supplementary food and water provided every night of the year by the house owner. The house owner will be provided with a care leaflet explaining in detail when they should be alert to the Hedgehog not thriving; at this point the Hedgehog must be returned to LHR. The Hedgehog's weight, food consumption and poop must be monitored throughout its confinement, until it reaches 650g body weight and/or has been resident for a minimum of two weeks. This time assists the Hedgehog, especially if they were originally orphaned, to safely meet other Hedgehogs and adjust to the new sounds, smells and visuals of their new surroundings.

WILD RELEASE: Wild release is for Juvenile or Adult Hedgehogs that are found in gardens that can return to their known surroundings. We insist they are provided with a Hedgehog house filled with straw for their release and that they are fed supplementary food and water every night of the year.

WINTER RELEASE POLICY:

Our rescue currently does NOT release until the weather is dry and the temperature is forecast above 5 degrees for at least 10 NIGHTS, NOT days, ahead of the release night, which is rare in Winter. Before this, they need to be acclimated to cooler conditions, as they have been accustomed to heat pads and/or heating in their hospital. During the acclimatising time and the hope for a possible release temperature, many go into hibernation and others continue to stay awake, waiting patiently and NOT showing signs of stress because we adhere to the law of 5 needs for a rescued Hedgehog:

- 1.need for a suitable environment;
- 2.need for a suitable diet;
- 3.need to be able to exhibit normal behaviour patterns;
- 4.need to be housed alone;
- 5.need to be protected from pain, suffering, injury and disease.

Hedgehogs need several days to gather dry materials to build a suitable nest against freezing weather. Winter does not offer this. Even if they are placed in a straw filled Hedgehog house, with food and water provision, that straw will flatten down and the Hedgehog can require a further three houses full of straw over several nights, before their nest is weaved, draught proof and warm. Outdoor materials are wet in winter and not good for nesting.

LUCKY HEDGEHOG RESCUE
Guidance for dealing with Zoonotic &
Infectious Diseases / Conditions

What is a zoonotic disease or condition? Zoonotic means that it can be passed between species and humans, therefore this is where everyone needs to exercise the most caution as it is highly transmissible.

There are also non-zoonotic but still infectious diseases/conditions between species (but not humans). The guidance here applies equally to those to prevent transmission between our patients.

Key preventatives for further transmission:

PPE (personal protective equipment)

Gloves: When dealing with Hedgehogs, there is a strong possibility of their having an infectious or zoonotic illness that is not immediately apparent. Therefore we always recommend wearing gloves when handling the animal, and changing gloves (or spraying with anigene disinfectant / antibacterial gel) between each patient.

Masks: For certain conditions, masks should be worn to help prevent transmission, particularly where it is airborne or droplets.

Aprons: It is recommended to wear aprons when dealing with infectious conditions in animals, as there may be occasions where you need to hold the animal close to your body when handling, and this will prevent transmission onto your clothes and then onto either yourself or another animal. These aprons should either be disposable and changed between each patient, or sprayed with a solution such as Anigene disinfectant between each patient.

LHR have a separate area and cages only used for 'Quarantined' animals, such as those known to be suffering from Ringworm.

Feeding and cleaning of the quarantine area should be done last to reduce the risk of transmission, unless there is a medical reason why the Hedgehog should be prioritised.

If you have any concerns about a patient, you should contact Lucy immediately. If you have concerns that you may have contracted a zoonotic condition, such as Ringworm, you must seek medical advice from your Doctor and notify Lucy.

LUCKY HEDGEHOG RESCUE **GDPR, DATA AND PRIVACY POLICY**

PRIVACY POLICY

Data protection is about protecting people's privacy. This is the purpose of data protection in any organisation, and is at the heart of data protection law, including the new General Data Protection Regulation (GDPR) that came into force in May 2018.

Respect. ALL visitors, staff & volunteers must respect each other's choices about how their personal data is used to maintain the important trust relationship with Lucky Hedgehog Rescue.

Privacy. It is important to be mindful of what you say and to whom; anything concerning LHR, in any form, must not be discussed nor shared outside of the premises.

Responsibility. Data privacy is relevant to - and the responsibility of - everyone attending LHR.

Data. Meaning ALL read, heard, verbal, photographic, written, & typed.

Lucky Hedgehog Rescue (aka LHR, 'we') is committed to protecting and respecting your privacy.

This Policy explains when and why we collect personal information about people who visit our website, and Rescue, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Policy from time to time so please check this page occasionally to ensure that you're happy with any changes. By attending LHR and/or using our website, you're agreeing to be bound by all our Policies.

Any questions regarding this Policy and our privacy practices should be sent by email to luckyhedgehogs.lucy@gmail.com

ABOUT US

The Founder & Lead is Lucy Felgate-Baumberg (aka LFB).

LHR, is a registered Community Interest Company (aka C.I.C.), number 14085854, registered address is Paddock Cottage, Grimston Lane, Grimston, HU11 4QE.

LHR rescues, rears and rehabilitates sick, injured and orphaned wild British Hedgehogs, (*Erinaceus Europaeus*).

LHR strives to involve communities in the learning and experiences of Hedgehogs through giving educational talks and slide shows, inviting adults to volunteer at the rescue and offering under 18's the opportunity to volunteer, take their Duke of Edinburgh, and Work Experience.

HOW DO WE COLLECT INFORMATION FROM YOU

We obtain information about you when you use our website or receive or download and complete a paper application form, for example, when you contact us about our products and services, make a donation, take out an adoption, make a purchase of goods through our online shop or fill in an application form. In order to perform any of these options you will be required to disclose personal data through one of our online or offline forms.

WHAT TYPE OF INFORMATION IS COLLECTED FROM YOU

The personal information we collect might include your name, salutation, address, email address, postal address, telephone number, IP address. If you are kind enough to support our work online financially, your information will be taken by one of our third-party payment processors, all of whom specialise in the secure online capture and processing of financial transactions. The companies we use to process these transactions are as follows:

Lloyds for one-off Credit card/Debit card transactions,
 PayPal for one-off payments online payments/donations,
 Peoples Fundraising, Charity Saver, MyGivingCircle, GiveAsYouLive, Easyfundraising,
 AmazonWishlist.

HOW IS YOUR INFORMATION USED

We may use your information to:

process a donation, membership or adoption that you have made;

- process online shop orders that you have submitted;
 - process another one of our services.
 - to carry out our obligations arising from any contracts entered into by you and us;
 - seek your views or comments on the services we provide;
 - notify you of changes to our services;
 - send you communications which you have requested and that may be of interest to you.
- These may include information about campaigns, appeals, other fundraising activities;
- send you a newsletter to keep you up to date with our life-saving work.
 - process a work/volunteering/student placement application.

We are legally required to hold some types of information to fulfil our statutory obligations (for example the collection of Gift Aid). We will hold your personal information on our systems for as long as is necessary for the relevant activity, or as long as is set out in any relevant contract you hold with us.

WHO HAS ACCESS TO YOUR INFORMATION

We will never sell or rent your information to third parties.

Please be reassured that we will not release your information to third parties beyond the LHR network unless we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime or for emergency services should you require them whilst attending LHR.

When you use our secure online payment pages, the transaction will be processed by one of our third-party payment processors, who specialise in the secure online capture and processing of payments. You are advised to read their versions of terms, conditions & privacy.

YOUR CHOICES

You have a choice about whether or not you wish to receive information from us. If you do not want to receive direct marketing communications from us about the vital work we do then you can select your choices by ticking the relevant boxes situated on the form on which we collect your information.

We will not contact you for marketing purposes by email, phone, text message or by post unless you have given your prior consent. We will not contact you for marketing purposes if

you have indicated that you do not wish to be contacted. You can change your marketing preferences at any time by contacting us by email at luckyhedgehogs.lucy@gmail.com

YOUR RIGHTS

You have the right to ask for a copy of the information we hold about you. This is called a Subject Access Request. If you wish to make a Subject Access Request please email us at luckyhedgehogs.lucy@gmail.com

Please note that we will require information on what you want to see as well as proof of your identity so Subject Access Requests must be made by post with the relevant supporting information following your initial email.

For further information see Information Commissioner's guidance at
Information Commissioner's Office (ICO)

You may ask us to rectify information you think is inaccurate, and you may also ask us to remove information which is inaccurate. When you inform us of this, we will correct our records accordingly. If you would like us to stop using your personal data for this purpose, or if you would like to exercise any of your rights please Contact Us. We will act in accordance with your instructions as soon as reasonably possible.

HOW MIGHT YOUR PERSONAL DATA BE SHARED

If you make a payment or donation to us we will need to share your information with one of our payment processors. By paying via one of our payment processors you agree to accept their terms and conditions for the use of their services, including their privacy policy. We suggest that you read their privacy policy when using their service as we are not responsible for data you share with them.

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

In addition, if you link to our website from a third-party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third-party site and recommend that you check the policy of that third-party site.

CHILDREN'S DATA

We are committed to protecting the privacy of the young people that volunteer with us, fundraise for us, attend events, visit our rescue or engage on our website. Where necessary we will obtain the consent of a parent or guardian in order to collect and use personal data of children.

If you are a child and would like to get involved, please ensure that we have the consent from a parent or guardian before providing your personal information to us.

All under 18's must attend with an adult, one child per adult.

RETENTION OF DATA

We will retain your personal data as long as is necessary in connection with its original purpose unless a valid business reason exists which means we need to retain personal data for longer.

Website Users plus inappropriate website content

If you post or send any content that we believe to be inappropriate, offensive or in breach of any laws, make defamatory statements on our forums or social media pages, we may use

your personal information to inform relevant third parties such as your internet provider or law enforcement agencies.

ATTENDEES AT LHR:

LUCKY HEDGEHOG RESCUE C.I.C. (aka LHR) wants to include all communities possible for adult volunteering duties, but also to provide placements for Duke of Edinburgh, Work Experience, Voluntary work and events for under 18's, minors as well as for adults.

To do this, we need health information about all applicants/attendees so that we can look after them well, and full consent and contact details for parents of under 18's, so that they can attend and we are able to contact them in an emergency. All under 18's must be accompanied by an adult, one adult per child.

All information is stored and seen by one person, the Founder & Lead, Lucy Felgate-Baumberg (aka LFB); and only in the event of a lawful request or an emergency, will information be shared; Emergency services will be given access to an individual's information for the care of the patient & for contacting next of kin.

Once the placement or event is over, all information is carefully deleted from our computer system and telephone list, and any paper versions are shredded. If an attendee requires a reference from us for future employment, this must be requested long before they leave LHR. If an individual has requested us to keep them informed of other activities, they must complete the provided indication areas on their application form and their information will continue to be stored. Should they wish us to remove their data from our records, they can do so by emailing Lucy at luckyhedgehogs.lucy@gmail.com

VOLUNTEER DRIVERS & REGULAR ADULT VOLUNTEERS AT LHR:

LHR has additional contact methods for adult volunteers through WhatsApp groups. The Volunteers in these groups have the ability and can leave their contact group at any time; we use these groups as a quicker method to approach for help from their designated groups. Their details are only kept on LFB's phone and computer and used only by LFB.

EMAIL ENQUIRIES FOR EVENTS/PLACEMENTS:

All emails of enquiry for events and/or placements are stored on LFB's computer and only accessed by LFB. This is done so that we can keep up with your enquiries without confusion. When an applicant is no longer interested in their chosen enquiry, they must email LFB at luckyhedgehogs.lucy@gmail.com for their removal from our system. The list will on occasion be updated and any enquiries over 3 months old will be deleted.

All enquiries may also request to be placed upon our email notification system for updates newsletters and events, instead or as well as.

DECLARATION

We will endeavour not to have data breaches. In the event of a data breach, we will endeavour to rectify the breach by getting any lost or shared data back. We will evaluate our processes and understand how to avoid it happening again. Serious data breaches which may risk someone's personal rights or freedoms will be reported to the Information Commissioner's Office within 72 hours, and to the individual concerned.

COOKIES

Our website uses cookies to distinguish you from other users of our website. This helps us to provide you with a good experience when you browse our website and also allows us to improve our site. It is possible to switch off cookies by setting your browser preferences. Turning cookies off may result in a loss of some functionality when using our website. We keep this Policy under regular review. This Policy was last updated in February 2023.

LUCKY HEDGEHOG RESCUE **DONATION RETURN POLICY**

Donation Return Policy

In accordance with section L7.0 (Acceptance and Refusal of Donations) of the Institute of Fundraising's Code of Fundraising, Lucky Hedgehog Rescue (LHR), commits to using donations for general charitable purposes, even in the event that an appeal fails, in order to protect the best interests of the charity.

Definitions:

- The Donor – the individual who is making the donation, financial or otherwise, to Lucky Hedgehog Rescue (LHR)
- The Fundraiser – the individual who is raising funds in aid of LHR and requesting donations, either through events or personal requests, as a form of sponsorship towards a pledged fundraising amount.
- An Appeal – LHR classes the below as an “appeal”:

Emergency Appeals/ Sponsored Challenge Events/Crowdfunding

Any other occurrence where an appeal for a particular purpose fails to raise sufficient funds to meet the stated target income, donations will be used to further LHR's charitable objectives. LHR's objectives are to promote such charitable purposes as stated in LHR's mission statement...

COMMUNITY INTEREST COMPANY Statement.

*Lucky Hedgehog Rescue C.I.C. 14085854.
Paddock Cottage, Grimston Lane, Grimston HU11 4QE*

*We declare that the company will carry on its activities
for the benefit of the community, or a section of the community.*

Activities will provide benefit for:

*The saving & rehabilitation of wild Hedgehogs and
developing the wildlife woodland & will offer experiences & learning for the public.*

LHR values every single donation and it is because of this generosity that we are able to continue to help Hedgehogs in need

If a donation is made to support LHR and the donation is not made to an appeal and/or there is no legal obligation for us to return a donation, the Founder must determine whether there is a moral obligation for LHR to return the donation.

If a donation has been made to an appeal, and the appeal has failed, and the appeal literature makes it clear that in such circumstances funds will be used for LHR's general purposes; the donor will not generally be entitled to a refund.

If the appeal literature has not specified this, the donor has the right to make a specific written request to reclaim their donation as specified in Section 65 of the Charities

Act 2011. In this event, the request will be passed on to the Founder who must then take certain steps to contact the donors who have made declarations.

If the appeal relates to a Sponsored Challenge Event and the donor requesting the return is not the fundraiser, LHR is required to inform the fundraiser of the request for return of donations.

If the donation made by a donor is the result of a fundraising event where multiple individuals have contributed to the total donation (eg. a bake sale), a return of donation cannot be considered unless applications from each individual donor are received.

If a donor wishes to apply for a donation return, they must write to the Founder by email or letter outlining:

- Their name and contact details
- The date of donation(s)
- The total donation(s) amount
- Details of the origin of the donation – direct donation/fundraising from a community event
- The reason(s) for requesting a return of donation
- The name of the fundraiser who the donation was made towards (if applicable)
- Acknowledgment that processing fees will be deducted from their donation to avoid financial harm to the charity

If the Founder decides that there is a moral case for the charity to return the donation, they must apply to the Charities Commission to make an ex gratia payment. This application will then be submitted to the Charities Commission and they will inform the donor of the decision and take appropriate action.

If a donation return request is successful, the return can only be made to the individual who made the donation. In the event that a successful request for a donation the return of the equivalent value to the original donor will only be made to the original donor. LHR will not return the donation to any account other than one registered with the donor. If you have any questions, concerns, requests, or comments about privacy, you can contact us by email at luckyhedgehogs.lucy@gmail.com or via our Facebook messenger. Our Privacy Notice is available on our website www.luckyhedgehogrescue.org.uk

LUCKY HEDGEHOG RESCUE
EQUAL OPPORTUNITIES POLICY

The Founder & Lead is Lucy Felgate-Baumberg (aka LFB, 'I', 'me') and is in charge and is the first point of contact.

Lucky Hedgehog Rescue (aka LHR), is a registered Community Interest Company (aka C.I.C.), number 14085854, registered address is Paddock Cottage, Grimston Lane, Grimston, HU11 4QE.

LHR rescues, rears and rehabilitates sick, injured and orphaned wild British Hedgehogs, (*Erinaceus Europaeus*).

LHR strives to involve communities in the learning and experiences of Hedgehogs through giving educational talks and slide shows, inviting adults to volunteer at the rescue and offering under 18's and vulnerable adults the opportunity to volunteer, take their Duke of Edinburgh, and Work Experience.

LHR gives equal priority to keeping all adults, children, young people and vulnerable adults safe regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

LHR will adjust where at all possible to accommodate those with disabilities and allergies.

LUCKY HEDGEHOG RESCUE
SAFEGUARDING POLICY
FOR CHILDREN & VULNERABLE ADULTS

The Founder & Lead is Lucy Felgate-Baumberg (aka LFB, 'I', 'me') and is in charge and is the first point of contact.

LFB is the only staff that has a DBS certificate and is the only person that is involved in the recruitment process, therefore is the only adult supervising under 18's & vulnerable adults, each of which must attend with a parent or consented adult.

Lucky Hedgehog Rescue (aka LHR), is an equal opportunities, registered Community Interest Company (aka C.I.C.), number 14085854, registered address is Paddock Cottage, Grimston Lane, Grimston, HU11 4QE.

LHR rescues, rears and rehabilitates sick, injured and orphaned wild British Hedgehogs, (*Erinaceus Europaeus*).

LHR strives to involve communities in the learning and experiences of Hedgehogs through giving educational talks and slide shows, inviting adults to volunteer at the rescue and offering under 18's and vulnerable adults the opportunity to volunteer, take their Duke of Edinburgh, and Work Experience.

LHR believes that everyone has a responsibility to promote the welfare of all children, young people, and vulnerable adults, to keep them safe and to practise in a way that protects them.

LHR aims to safeguard all staff & volunteers, all under 18's and vulnerable adults.

LHR does not tolerate bullying.

LHR uses online self-assessment tools provided by NSPCC which are designed to be used by designated persons, here it is Lucy Felgate-Baumberg, the Founder & Lead, to assist reviewing and reflecting on our safeguarding policies.

NSPCC safeguarding standards and guidance (England)

LHR gives equal priority to keeping all adults, children, young people and vulnerable adults safe regardless of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation.

LHR insists upon all vulnerable adults and those under 18 years of age, to attend with a parent or an adult together with written parental consent. As such, no vulnerable adult or child/young person under 18 Years of age is accepted at LHR without an accompanying adult with written consent. This is inclusive of all Volunteer work, Duke of Edinburgh Awards, Work Experience and Event involvement whether as an individual or partaking in a group i.e., Beavers, Rainbows, Guides, Scouts.

A Volunteers application form must be completed for each individual attending.

LUCKY HEDGEHOG RESCUE
CODE OF BEHAVIOUR

EVERYONE, meaning ALL visitors, staff and volunteers of ALL age groups and abilities, attending Lucky Hedgehog Rescue, (aka LHR, 'we', 'us',) are expected to display appropriate behaviour at all times. This includes outside LHR and online.

Everyone is expected to prioritise the welfare and safety of under 18's and vulnerable adults.

Everyone is expected to conduct themselves in a respectful manner with regard to differences in gender, sexual orientation, culture, race, ethnicity, disability and religious beliefs.

Everyone is expected to follow LHR's policies.

LHR appreciates that everyone can bring something valuable and different to us and therefore will challenge discrimination, prejudice and bullying and will encourage everyone, and especially the under 18's and vulnerable adults, to speak out about attitudes or behaviour that makes them uncomfortable, reporting their concerns to Lucy (Founder & Lead)

LHR appreciates openness, honesty, trust and respect at all times.

If anyone has behaved inappropriately, they will be subject to our disciplinary procedures. Depending on the seriousness of the situation, they might be asked to leave LHR. If found necessary, we might also make a report to statutory agencies such as the police and/or the local authority child protection services.

LUCKY HEDGEHOG RESCUE **RECRUITMENT PROCEDURES**

To ensure that staff/volunteers are recruited safely and fairly, and that children's/vulnerable adults safety is being considered at every stage of the process, Lucky Hedgehog Rescue, (aka LHR, 'us', 'we') have in place this safe recruitment procedure.

We advertise vacancies to attract a wide selection of applicants and adhere to equal opportunities. We advise that we have safeguarding policies and that some roles may require a criminal records check.

In order to ensure the efficient running of Lucky Hedgehog Rescue, we require potential volunteers to comply with our application process, which includes:

Following instructions on how to apply.

Completing an application form.

Engaging in an interview / trial session.

LHR make decisions of an applicant's suitability to full-fill the role they have applied for based on their:

Ability to follow instructions on how to apply.

Medical suitability.

Availability.

Proof of ID & eligibility to work in UK where required

Qualifications/DBS certificates where required

Completed Self Disclosure form where required

Volunteers are given a full induction (on their first day of volunteering), with regard to their role, health, hygiene and safety. Volunteers are provided with a copy of our policies and procedures and will have already signed the relevant declaration form agreeing to adhere to the protocols, found within their application form.

Volunteers who have declared their medical conditions and / or disabilities and who are successful in their application will be supported to the best of our ability. We will make reasonable adjustments and endeavour to mitigate exacerbating their symptoms.

LUCKY HEDGEHOG RESCUE C.I.C.
FIRST RESPONSE, TRANSPORTATION & DRIVER

FIRST RESPONSE:

Founder of Lucky Hedgehog Rescue (LHR), Lucy Felgate-Baumberg answers telephone calls 24/7 & assesses a Hedgehog's needs, whether to go straight to the Vet or admit to LHR.

Hedgehogs that are visibly injured, bleeding badly, fitting or gasping for breath, attacked by a dog, collapsed or with flystrike are sent straight to our 24 hr vets, Norwoods in Beverley, Tel:01482882613. Once these Hedgehogs are stabilised, we organise a volunteer driver to collect from the Vet and deliver to LHR, for further treatment, rearing, fattening and releasing back to the wild in gardens that support feed all year around.

Hedgehogs found in daylight, disturbed in Hibernation, orphaned hoglets are all admitted to LHR, where they are provided with bed and breakfast, kept warm, poo tested & parasite treated. If their condition deteriorates, they are sent to the Vet for consultation. Once well, and of decent size and the weather permits, they are released back to the wild in gardens that support feed all year around.

Where Hedgehogs are delivered to LHR without notice, we are given no choice but to assess the patient upon arrival as to whether it requires immediate Veterinary attention or not, and on occasion, some are left in boxes unattended at our door. If the Hedgehog is injured it is given pain relief, if it is dehydrated, it is given fluids, prior to being taken to the vet so that it is made as comfortable as possible for its journey.

ADVICE GIVEN TO FINDER:

The finder is asked to pick up the Hedgehog using thornproof gloves or a towel and to bring the Hedgehog indoors. Then to provide a towel covered heated hot water bottle (but not if the Hedgehog is bleeding or covered in fly strike), at one end of a secured and ventilated box a towel and/ or lots of strips of newspaper, for the Hedgehog to snuggle into, positioned next to the hot water bottle and a saucer of water. The Hedgehog must be allowed to move off the heat source. The finder is then asked to transport the Hhog to us or our vet. Where they cannot drive, we arrange a volunteer driver.

DRIVERS:

Volunteer drivers are alerted through WhatsApp. The responder rings in for the collection details and follows our directions in our 'Transportation & volunteer driver' policy.

TRANSPORTATION:

LHR aims to keep the Hedgehog in transportation (see Transportation & volunteer driver policy) for as little time as possible. Depending upon its location, distance to the vet or rescue we will not allow the Hedgehog's transportation to be for more than an inclusive hour. A finder of a Hedgehog further distance away than this will be redirected to a rescue or vet nearer to them and be given initial care instructions prior to contacting a rescue or vet.

LUCKY HEDGEHOG RESCUE C.I.C.
HEDGEHOG VOLUNTEER DRIVER & TRANSPORT POLICY

All volunteer drivers will be alerted for help on WhatsApp so please keep it switched on and respond only by telephoning the rescue please, so others are not disturbed by constant ping noises.

1. Volunteer drivers must hold a current UK driving licence and valid insurance, and it is the drivers responsibility to notify their insurance company of their voluntary driving as they are not covered for voluntary driving under our insurance.
2. Care must be taken to ensure that any additional stress to which the casualty is exposed is minimised, that no further injury is sustained and that the animal is secure from escape.
 - a. Drivers must not have children or pets in the vehicle.
 - b. Drivers must not smoke cigarettes, cigars or vapes.
 - c. They must drive in silence and with the windows closed.
 - d. The transport container holding the Hedgehog must be strapped to the seat using the seatbelt, and never placed in the footwell or boot.
 - e. The transport container must be darkened, and not exposed to sunlight, but also adequately ventilated and designed to ensure that the casualty cannot exacerbate existing injuries nor sustain further.
 - f. The Hedgehog must be taken immediately to its destination; the driver must not go shopping, pop in to see a friend en route or pick up the kids from school, etc.
3. Drivers are asked to carry vinyl gloves & thorn proof gloves for their protection from being spiked or bitten and also to prevent the spread of unseen contagious zoonotic ailments. A small lidded container with air holes or a small animal pet carrier (not cat) to secure the Hedgehog should the finder not have a suitable container. It must contain strips of newspaper inside and a small towel to give comfort, support and prevent slipping & further injury. The Hedgehog must be able to stand, but not roll around the container.
4. They are also asked to have a charged mobile phone, with access to google maps to locate their destinations and a pad of paper with a pen, to write down the details.
5. All equipment used, including the thorn proof gloves and towel, should be thoroughly cleaned, and disinfected (we recommend SAFE 4 or Anigene brand) or destroyed after. If cardboard pet carriers or boxes are used, these should be incinerated along with used vinyl gloves, as the patient may carry zoonotic conditions.
6. Working with animals, it is recommended that drivers ensure that they are adequately covered for Tetanus.
7. Hedgehogs sometimes have fleas, these are not contagious to you or your pets as they are host specific and will only live on Hedgehogs.

PLEASE BE AWARE:

Volunteer drivers may find their round trip takes up to 2 hours depending upon where they collect the Hedgehog from and what the traffic is like, and also whether the vet has a Hedgehog to be delivered back to LHR in return.

Volunteer drivers could be asked to collect or deliver, from or to, the finders- members of the public, the Norwood Vet in Beverley or LHR.

LHR volunteer drivers that require assistance with vehicle fuel costs are to email luckyhedgehogs.lucy@gmail.com with mileage details.

Volunteer drivers are advised to wear face masks to avoid catching Covid, and to wear a mask if they themselves have a sore throat, cough or cold, and travel with a companion in the dark or known unpleasant areas.

LUCKY HEDGEHOG RESCUE

VOLUNTEER INDUCTION/EXPECTATIONS

INDUCTION

A full induction session will be arranged on your first day to go through the duties expected of you (aka 'volunteer').

This will provide you with what you need to know to make your volunteering experience with Lucky Hedgehog Rescue (aka, LHR, 'we', 'us') a worthwhile and enjoyable one. You will of course receive a copy of the volunteer handbook including our Policies.

We would like to take this opportunity to outline the expectations of both Lucky Hedgehog Rescue, and you as one of our new volunteers. This of course is a voluntary arrangement – it is binding in honour only and you are free to withdraw at any time.

What we expect from you:

- That you will volunteer at the times agreed or inform us if this is not possible;
- That you will abide by our organisation's objectives and its equal opportunities, health and safety confidentiality and other policies.

What you can expect from us:

- A full induction and any training necessary to help you carry out your role;
- Support from myself to help you carry out your role;
- To be treated with respect and in line with our organisation's policies, e.g. equal opportunities, health and safety;
- To be provided with reimbursable expenses, and clear information on how to claim them;
- To be covered by our organisation's insurance.

VOLUNTEER ROLE

Many roles here at lucky Hedgehog Rescue involve physical exertion, including bending and lifting items e.g. picking up cages or handling Hedgehogs. Please get accustomed to the 'Safe Manual Handling' poster. You sometimes need to be agile in order to avoid being injured by our patients, which are wild Hedgehogs. We provide full training regarding how to respond and handle the Hedgehogs in our care but this does not detract from the need to be agile in order to remain safe. Much of our work involves handling Hedgehogs, feed and bedding, as well as chemical substances used to ensure our animal cages are kept clean. Non Latex gloves are therefore worn by our volunteers when cleaning in order to protect their hands. Face masks, hats, and aprons are also provided. Reasonable adjustments are always considered for those who may have a medical, physical impairment, a phobia or an allergy and where our assessment is that they would be safe, practical and reasonable, we are keen to accept them. You must wear your provided PPE.

VOLUNTEER BEHAVIOUR

EVERYONE, meaning ALL visitors, staff and volunteers of ALL age groups and abilities, attending Lucky Hedgehog Rescue, (aka LHR, 'we', 'us',) are expected to display appropriate behaviour at all times. This includes outside LHR and online. Please refer to our 'code of behaviour' section.

VOLUNTEER DRESS CODE

Bring your reading glasses if you wear them,

Remove dangling jewellery,

Finger nails are to be clean and of a 'normal' length,

Wear old clothes,

Wear sensible flat waterproof shoes, boots or wellies.

Wear the provided PPE.

LHR reserves the right to refuse a volunteer if we feel any of the above have not been adhered to.

REFRESHMENTS

Please bring your own refreshments.

NO SMOKING

We are a strictly NO SMOKING workplace. All 'smokes' inclusive, Cigarettes, Cigars, Vapes

VACCINATIONS

Tetanus is a serious bacterial infection that can be spread by animal bites. Given that working with us means working in close proximity to wild Hedgehogs, an up to date tetanus vaccination is a mandatory requirement for all volunteers. Please confirm with your GP that this is the case. This is your responsibility to do so.

YOUR DATA

All of the information collected in your application form is necessary and relevant to the performance of the job applied for. We will use the information provided by you on this form, for recruitment purposes only. LHR will treat all personal information with the utmost confidentiality and in line with current data protection legislation. We rely on the lawful basis of legal obligation and the performance of a contract to process the information you have provided. Further information may be gathered and will be subsequently used for the administration of your employment and in relation to any legal challenge which may be made regarding our recruitment practices. Information on how we use the information you have provided, was referred to in our GDPR compliance on your application form. This is available on our website, on the Volunteer page or to request an email or printed version, please email us at luckyhedgehogs.lucy@gmail.com

We reserve the right to terminate the DofE/work experience/voluntary/employment placement immediately if any Health and Safety or Animal Welfare rules are broken, or any person behaves in an unprofessional manner.

LUCKY HEDGEHOG RESCUE
VOLUNTEER DUTIES IN HOSPITAL SHEDS

**Unless advised otherwise by Lucy.
 (WEAR YOUR PPE)**

Remove all food and water bowls.

Write on the provided notepad, names of those who did not eat, and also record it on the hedgehog's record sheet.

Put the trugs of bowls in the bath. Put 4 broken up Milton tablets in each and fill with water until fully covered. Give the trug a shake for even distribution.

Clean out cages starting with those marked RED on the board followed by those who have not eaten, then those with oldest dates, and weigh each Hedgehog as instructed. Weights must be recorded on the board and on their files. Please ensure that all surfaces are DRY before using the marker pens. Write the date on the right hand side of the cage so the next volunteer knows at a glance who has already been cleaned out.

Write on the provided notepad, names and abnormal findings such as bloody or green poop, coughing, spine loss, etc., and on the hedgehog's record sheet.

Take poop samples from each with these symptoms and/or weight loss if they have no treatment dates written on the board.

Ensure all water bottles and disinfectant bottles are adequately filled.

Write on the provided notepad any products running low ie 6 left, and any other concerns.

Sweep up and take the bins to the commercial bin in the front garden.

REMEMBER, if you are unsure about anything at all, think a Hedgehog is collapsed or acting abnormally, report your concerns or questions immediately to Lucy.

Wash your hands before leaving and
THANK YOU SO MUCH
 for volunteering your spare time.

LUCKY HEDGEHOG RESCUE
'HOW TO CLEAN OUT A CAGE'

Put on your PPE.

Get everything you need ready.

- marker pens and biro
- notepad
- weighing scales
- disinfectant
- blue towel/scourers
- newspapers/puppy pads
- black trug lined with two bin liners for rubbish
- black trug for dirty bowls ready to sterilise
- black trug for containing the Hedgehog whilst you clean
- locate the cage according to your 'duties' policy

Place the cage carefully on the worktop. Work quietly as we do not want the Hedgehogs to get used to humans, we want them to remain wild.

1. Find the Hedgehog name on the board, does it have any special instructions or notices such as a warning of RINGWORM?
2. Put on the thorn proof gloves provided and located on top of the cage. Lift the lid of the cage, and gently move the Hhog house to the side. Uncover the Hhog and lift it gently but firmly to the weighing scales. (As you lift the Hhog, check for newborn hoglets- if seen, be very quiet, and replace the Hhog gently and immediately cover over again. Contact Lucy straight away.) If the Hhog is limp or having difficulty breathing, alert Lucy immediately.
3. Weigh the Hhog in grammes and then place the Hhog contained in the weighing bowl into a black trug so it cannot escape. Set aside the thornproof gloves and write the new date & weight on its paperwork and then on the board. Increased weight is to be written in Black and weightloss in Red.
4. Now thoroughly disinfect and clean the Hhog house inside and out before placing it out of the way.
5. Remove all bowls if not done already. Remember to record on its records and on the notepad if it has not eaten.
6. Check for green, bloody, or mucus poop, spine losses and flecks of loose dried skin. Write those found on their record sheet and on the notepad. Then put a sample in a poop sample container and write the name and date on the lid.
7. Fold up the entire contents and paper of the cage and dispose of it all in the bin.
8. Spray the entire internal area of the cage with Anigene disinfectant, then close the lid.
9. Soak some blue roll paper with Anigene and clean the outer lid, bars and records wallet.
10. Now use scourer and blue roll paper to thoroughly clean the interior of the cage. Spray again and wipe dry. There should be no marks of faeces to be seen.
- 11. CHANGE YOUR vinyl/nitrile GLOVES for a fresh clean pair.**
12. Now open up several newspapers and line the base of the cage.

13. Place the Hhog house upside down at the opposite end to where the cage has the Hhog name located.
14. Place a folded sheet of newspaper into the upturned Hhog house to catch condensation buildup. Then $\frac{3}{4}$ fill the Hhog house with strips of newspaper before turning it over.
15. Now put your thorn proof gloves on and place the Hedgehog back in its cage, closing the lid firmly. Place your thorn proof gloves on the lid of the cage as each cage has its own pair to assist with reducing cross contamination and return the Hhog record sheet to its wallet.
16. The cage can now be returned to its original location. Be sure to lift the cage onto a heat pad should it require one; if the heat pad is crumpled or folded it could cause a fire. Using the provided marker pens, write the date on the end of the cage to the right hand side, this helps the volunteers coming after yourself to identify at a glance, who has not been cleaned out.
17. Disinfect the trug and weighing scales and your gloves afterwards, thoroughly.
18. Now repeat the process.
19. If you are unsure of anything at all, please ask Lucy.
20. Food and water will be done in the evening when the Hedgehogs awaken, and this also keeps them to their natural habits.

LUCKY HEDGEHOG RESCUE
VOLUNTEER HEDGEHOG FEEDER DUTIES

WEAR PPE: Wear vinyl gloves under the washing up gloves.

Once bowls have soaked for over 15 minutes, the bowls can then be scoured and rinsed under the shower and left to drain on a towel on the table. Rinse out the black trug.

Once the black trug and bowls are drained, the bowls can be stacked in the black trug. The trug can then be placed into the trolley trug to transport to the hospital sheds.

The washing up bowl can then be filled with 12 cans of Brambles food, using the spoon and fork supplied, mashed and ready to dispense, enough for 60 Hedgehogs. Place this on top of the trugs of bowls awaiting to be transported.

The Blue trug is for the empty tins of which can be emptied later into the blue recycling wheelie bin in the front garden.

Please transport carefully to ensure the bowls are not broken.

Give each adult/juvenile Hedgehog a bowl of water and a bowl with a tablespoon of meat and a scoop of biscuit.

Ensure that all cages are securely closed.

Wash your hands before leaving and
THANK YOU SO MUCH
for volunteering your spare time.

LUCKY HEDGEHOG RESCUE
HOSPITAL UNITS/ CONTENTS/USE

HOSPITAL SHED 1: ICU, TRIAGE & HOGLET UNIT

Hospital shed 1 is used for arrivals and triage, intensive care and Hoglet rearing. It has space to hold 12 large indoor Rabbit cages or 20 medium zoozone cages, or a mix of. Spares are stored in the barn.

HUMAN RESOURCES: HUMANS FIRST AID KIT EMERGENCY LIGHTING TORCH HAND SANITISER, WHITE BOARD FOR RECORDING WEIGHTS OFFICE EQUIP, ie Calculator, Pens, Scissors Copy of Vale's rehabilitation book PILATE MATS to cushion feet & back, and insulate floor	STORAGE: 2 x LOCKED MEDICAL CABINETS, FOR PRESCRIPTION MEDICATIONS 1 x MINI FRIDGE FOR STORING HOGLET FEEDS
CLINICAL: 1 x MICROSCOPE AND SLIDES SHARPS AND USED SYRINGE BINS, NEWSPAPERS AND PUPPY PADS WASTE BINS, BIN LINERS, BLUE ROLL, PPE, THORN PROOF GLOVES. DISINFECTANT, SCOURERS, POO SAMPLE CONTAINERS	ICU: 2 x BRINSEA TLC 40 ECO INCUBATORS, 1 x BRINSEA TLC 30 PORTABLE INCUBATOR AND IN-CAR POWER ADAPTOR, 1 x TRKRVAK PUPPY INCUBATOR WITH NEBULISER, 1 x YHWD ATOMIZATION BOX WITH NEBULISER,
MATERNITY: 1 x ULTRASOUND MACHINE 1 x BABY BOTTLE WARMER, 1 x ELECTRIC FOOD WHISK 1 x TRAVEL KETTLE 1 x FOUR BABY BOTTLES AND SEVERAL TINY SYRINGE TEATS, 1 x ELECTRIC HEAT MAT BAG OF FLEECE BLANKETS RC PUPPY MILK POWDER PUPPY MOUSSE & BRAMBLES HOG FOOD	TRIAGE KIT.. 1 x ELECTRIC HEAT MAT 1 x DIGITAL THERMOMETER 1 x MDF ACOUSTICA DUAL HEAD STETHOSCOPE 1 x OTOSCOPE WITH LIGHT 1 x PEN LIGHT 1 x CLAW SCISSORS 1 x FORCEPS 1 X TWEEZERS 1 x TICK REMOVER PEN 1 x TOOTHBRUSH AND SEVERAL MASCARA 1 x WEIGHING SCALES WANDS FLUIDS SYRINGES & NEEDLES
COTTON WOOL, COTTON EAR BUDS, COLLECTION OF NON PRESCRIPTION APPLICATIONS,	BABY BATH, NEWSPAPERS, PUPPY PADS, FLY NETS OIL FILLED ELECTRIC RADIATOR

HOSPITAL BARN AREA:

The brick barn area has shelved space for 18 large indoor Rabbit cages or 18 medium zoozone cages or a mix, and space for 20 medium zoozone free standing. It has outdoor sockets for plugging in heat pads. It is used for isolating contagious patients, i.e. with Ringworm, or overwintering larger hedgehogs once recovered but the weather too cold to release, and also used for storage.

The barn also has the chest freezer for storing the departed, RIP.

There is an old sink with a cold water supply.

Located beside the sink are the 5l bottles of Hibiscrub and Anigene.

Coshh sheets are located near the sink for Milton steriliser, Hibiscrub and Anigene.

OUTSIDE ACCOMMODATION

Outside the brick barn are 3 Maternity hutches used for disturbed nests for mum & hoglets.

There are 6 small hutches, used for overwintering and pre-release.

There are also several soft release pens in our wildlife paddock.

OTHER ITEMS

Two dustbins filled with clean newspapers.

Three folding tables for outdoor cage cleaning & training volunteers.

Several trug buckets for use at cleaning out time; one for rubbish, one for containing the hedgehog and another for dirty food and water dishes to be collected for sterilising.

CABIN HOSPITAL.

The cabin hospital area is split into two so that temperature control & treatment stages can be managed.

Each cabin section holds 30 medium zoozone cages.

Each cabin section has a torch, thermostat, weighing scales, notepad, microscope & slides, forceps, sharps and used syringe bins, cupboard for volunteers personal stuff, Waste bins, newspapers, disinfectant, hand sanitiser, scourers, poop sample containers, blue roll, bin liners and ppe, white board for recording patient weights, calculator, pens, scissors, syringes & needles, oil filled electric radiator, several electric heat pads, pilates mats to cushion feet & back and insulate floor.

LUCKY HEDGEHOG RESCUE C.I.C.
SOFT RELEASE INSTRUCTIONS & RECORD KEEPING

Thank you for assisting us with releasing the Hedgehogs using our Soft Release Terms.

Your instructions and record keeping form are below; please contact us with any questions.

ONLY handle the Hedgehog for weighing purposes.

The Hedgehog needs to be wild, not tame to survive release.

DO NOT allow dogs near the Hedgehog, the Hedgehog needs to fear Dogs and not get used to their scent, as many come in having been attacked by a dog.

Ensure children do not get too excited and noisy near the Hedgehog;
the Hedgehog will not settle if scared.

Ensure the soft release run is placed on a solid area that cannot be dug and that it has a
secure lid; Hedgehogs are great diggers and climbers.

Fill the Hedgehog house with straw. Leave a large, fresh handful of straw by the door for it to
collect and add to its bed every night. Put garden leaves, twigs, grass, flower pot with soil, etc
into the run to assist the Hedgehog accustomed to new scents
and objects it may encounter upon release.

Keep to a routine and feed the Hedgehog at the same time every night. Feed with Brambles
tinned Hedgehog food and cat biscuits; gradually introduce what you will feed it in your
feeding station over the two week captivity. Gradually, so as not to
cause upset stomachs or refusal to eat.

WEIGH the Hedgehog every 3 days (wear thornproof gloves & disinfect anything the
Hedgehog has contact with) and record it below. If the Hedgehog has lost weight, it is
important to weigh it each day for three consecutive days. If still losing weight on the third
day, a fresh poo sample is required and both this and the Hedgehog must return to the
rescue the same day for treatment. Delaying this can kill the Hedgehog.

If your Hedgehog does not eat for two consecutive nights, you must return the Hedgehog to
the rescue for treatment, along with a poo sample if found.

Delaying this can kill the Hedgehog.

If your Hedgehog passes Green, Bloody, Mucus, or Diarrhoea poop you must collect a sample
and bring both the sample and the Hedgehog to the rescue the same day for treatment.

Delaying this can kill the Hedgehog.

Please weigh the Hedgehog on the 14th day and call us with its weight. If we are happy with
its progress, we will instruct release. Depending upon the style of soft release enclosure you
are using will decide the release procedure. Each Hedgehog must be put into a straw filled
Hedgehog House in the garden, and a feeding station nearby with food and water every night
of the year inclusive of winter months.

example...

HEDGEHOG NAME:

MICROCHIP NO:

DATE	WEIGHT	CONCERNS	PHONED RESCUE?
RELEASE DAY DATE:	RELEASE DAY WEIGHT:	RELEASE CLEARED WITH RESCUE:	IF NO, WHY?
		YES/NO	

Please send a copy via email to luckyhedgehogs.lucy@gmail.com

SOFT RELEASE INFO:

I agree to follow the provided instructions and contact LHRescue if there are problems and prior to release. I also agree to send a copy of my completed records for LHR's records.

NAME.....

TEL.....

ADDRESS.....

RELEASER Signature:

DATE.....

LUCKY HEDGEHOG RESCUE
HEDGEHOG SOFT RELEASE PREPARATION CHECKLIST

REASON FOR SOFT RELEASE: Hedgehogs that are relocated or were orphaned hoglets when they came into rescue, that have been treated and are clear of infection, illness and parasites, are placed in soft release as soon as possible. Soft release is preferably a Hedgehog house within a secure rabbit run or a triangle shaped rabbit run with a built in house. This is placed in a garden where wild Hedgehogs already congregate for supplementary food and water provided every night of the year by the house owner. The house owner must be alert should the Hedgehog not be thriving; at this point the Hedgehog must be returned immediately to LHR along with a fresh poop sample. The Hedgehog's weight, food consumption and poop must be monitored throughout its confinement, until it reaches 650g body weight and/or has been resident for a minimum of two weeks. This time assists the Hedgehog, especially if they were originally orphaned, to safely meet other Hedgehogs and adjust to the new sounds, smells and visuals of their new surroundings.

WILD RELEASE: Wild release is for Juvenile or Adult Hedgehogs that are found in gardens that can return to their known surroundings. We insist they are provided with a Hedgehog house filled with straw for their release and that they are fed supplementary food and water every night of the year.

PREPARE FOR YOUR HEDGEHOG

FRESH FOOD AND WATER EVERY NIGHT. Only at dusk or from 8pm depending on the time of year. Use Brambles Hedgehog foods, wet and dry. Gradually introduce other foods such as Cat foods if that is what you use for the wild Hedgehogs as a sudden change in diet can give them diarrhoea and also stop them eating.

GIVE PLENTY OF STRAW, not only filling the Hedgehog house, but provide plenty every night for it to top up its nest. They will enjoy some in the enclosure too, or place a layer of freshly cut, untreated grass inside.

GIVE STIMULATION ITEMS, such as cut grass, twigs, flower pot of soil and stones, leaves etc... ensure no chemicals have been used on these items. If your Hedgehog came into rescue as a hoglet, it may start reacting to new smells and tastes. We call this self anointing. This is when they froth at the mouth, and roll around trying to spit their sticky froth over their bodies. This is normal and sometimes very entertaining behaviour.

ENSURE THERE IS NO ESCAPE, Hedgehogs are very good at digging and climbing out of enclosures. The enclosure needs a lid, and must be on a hard surface such as paving or a sheet of hardwood.

KEEP THE ENCLOSURE CLEANED OUT, but **DO NOT** clean out the nest area. Disinfect and rinse the food and water bowls daily. Use hot water and a scrubbing brush - wear vinyl or rubber gloves! If you want to do a more thorough clean of the enclosure, please order online, SAFE 4, disinfectant, and follow the instructions. Many cleaning fluids are highly toxic and will kill the hedgehog as they do like to lick new smelling items/areas.

DO NOT ALLOW noisy excited children near the enclosure. Do not let your Dog near either. Both are frightening for the Hedgehog. The Hedgehog needs quiet. The Hedgehog needs to learn **NOT** to get used to voices and the smells and sights of humans and dogs for their own safety back in the wild.

WEIGH the hedgehog in grammes every three days and keep a record. On the rare occasion that the Hedgehog has lost weight it is very important to weigh each day for three consecutive days. If the Hedgehog is still losing weight on the third day, it must be returned to the rescue with a fresh poop sample. Contact us to arrange a mutually agreed time. We will test the poop for parasites, administer medication to the Hedgehog and then it can return to its release site. These treatments must be given a further two times, a week apart, so please make arrangements to ensure the Hedgehog does not miss its medication. If this cannot be done, ask us to keep the Hedgehog until it has completed its treatment.

If the poop is found with blood, mucus or green, or the Hedgehog starts coughing, sneezing or wheezing, we must receive a fresh poop sample to test for illness and again, the Hedgehog must be brought back to the rescue.

On the 14th day of containment in soft release, or when the Hedgehog reaches the minimum release weight of 650g, please weigh, and ring us with the weight and for further instructions, before releasing the Hedgehog.

PLEASE CHECK YOUR GARDEN IS SAFE before releasing.

Let's see what can be done in the garden to make it Hedgehog friendly....

ENCOURAGE Hedgehogs into your garden and ask your neighbours to do the same, by providing 13 cm sq access holes (Highways) in fences and gates.

PROVIDE hibernation/shelter boxes filled with straw in shady quiet parts of the garden & feeding station boxes to provide meaty flavoured wet & dry cat foods or Brambles Hedgehog foods all year around as many Hedgehogs do not hibernate. Always have shallow saucers of water available nearby too.

COVER all drains, so that Hedgehogs cannot fall in or stand under and be poisoned or burnt by what comes out of your pipes. Secure the covers by screwing to the surface as Hedgehogs are very strong and will lift the cover when they are thirsty.

LIFT all types of netting to at least 12 inches above ground before dusk to prevent Hedgehogs becoming entangled. Trampoline, Football, garden netting, they all injure or kill Hedgehogs every year.

STOP using chemicals of any sort in the garden. Rat poisons, baits and traps KILL any creature that can access them and so should be placed in specialised boxes off the ground where rats can climb but Hedgehogs cannot - bear in mind that Hedgehogs are great diggers and climbers! The use of chemicals on plants and the use of lawn treatments will kill off the food chain for Hedgehogs and birds, and if ingested, whether eaten or licked, often kill them too. Let nature take over, no use of chemicals WILL bring nature into your garden and they WILL control what you otherwise would have used chemicals for.

CHECK carefully before disposing, clearing, and using sharp equipment such as forks and strimmers. Garden bags, piles of rubbish, leaf piles, compost heaps, under sheds & decking, unmanaged borders, clumps of grass and bamboo are all very attractive for Hedgehogs to shelter, hibernate or rear young in.

DECLUTTER the floors of your sheds, summer houses, greenhouses and garages. Your clutter encourages Hedgehogs to hide and nest within and will creep in undetected whenever the doors are ajar late afternoon until dawn. Please check for them before closing the doors for any length of time... or make a highway door for them to come and go, with a hedgehog house inside... you might just get a nesting female quietly raise her hoglets there. Provide food and water if she does.

BIRD feeding is always encouraged, BUT, allowing the Hedgehogs to clear up after them is likely to KILL your Hedgehogs. Sweep up left overs before dusk, or have a bird table set up at least 16 inches off the floor, under the feeders to catch the fallen foods.

BONFIRES attract a lot of wildlife and especially Hedgehogs. Always MOVE the bonfire to its lighting position ON THE DAY of lighting to ensure no wildlife will be burned to death. Hedgehogs curl up in fear and defence and therefore will not leave your bonfire and will burn to death. Be safe, not sorry..... Better still, don't burn your garden rubbish, make a wild area with it.

PONDS are fun for us and great for wildlife too... so long as there is a way out if any have fallen in! Please, ensure that there is a plank of wood with gripping areas, or a nobbly tree branch/log, or brick/stone slopes, so that wildlife can escape. Hedgehogs can swim, but not for long, and many drown each year after falling into ponds. Also ensure that all buckets or containers that can fill with water, have tight lids or are stored upside down as Hedgehogs have been known to fall or climb in for water, then drown.

DOGS attacking Hedgehogs is very common and often fatal. The pressure of a dog's jaw alone can crush the fragile skeleton of a Hedgehog, puncture wounds will get infected, and the Hedgehog will die. Please keep your dogs on leads when in the garden from dusk until dawn and after 6pm in Summer months. This will not only prevent a Hedgehog injury, but will save you a vet bill too as when a dog bites a Hedgehog it can cause awful mouth infections.

FINALLY, try to keep an area of your garden wild and plant to attract pollinators, insects and Beetles. This will keep the wildlife food chain active. Have a pile of logs/twigs/garden debris.

Keep the leaves that fall and add to the pile as they are not only nesting materials but also have next year's insect world laid on them. Deter dogs entering that area.

TRANSPORTING YOUR HEDGEHOG

PLEASE ENSURE THAT WHEN YOU COLLECT YOUR HEDGEHOG, YOU BRING A SECURE BOX WITH ADEQUATE VENTILATION TO TRANSPORT THE HEDGEHOG. THIS BOX MUST HAVE STRAW OR STRIPS OF NEWSPAPER AND A TOWEL INSIDE TO KEEP THE HEDGEHOG COMFORTABLE.

Care must be taken to ensure that any additional stress to which the casualty is exposed is minimised, that no injury is sustained and that the animal is secure from escape.

- A. Drivers must not have children or pets in the vehicle. Hedgehogs fear noise and dogs.
- B. Drivers must not smoke cigarettes, cigars or vapes as the smoke/fumes will make the Hhog ill, causing instant chest infections.
- c. You must drive in silence and with the windows closed. The noise from outside and the wind whistling in will scare and stress the Hhog.
- d. The transport container holding the Hedgehog must be strapped to the seat using the seatbelt, and never placed in the footwell or boot. If the container should fall or roll, the Hhog could be injured.
- e. The transport container must be darkened without blocking ventilation, not be exposed to sunlight, be adequately ventilated and contain bedding to keep the Hhog comfortable. The Hedgehog must be able to stand, but not roll around the container.
- f. The Hedgehog must be taken immediately to its destination; you must not go shopping, pop in to see a friend en route or pick up the kids from school, etc. The Hedgehog will be stressed enough with travelling and must be settled asap.

3. Please carry vinyl gloves & thorn proof gloves for your protection when handling the Hhog.
4. All equipment used, container, the thorn proof gloves and towel, should be thoroughly cleaned, and disinfected (we recommend SAFE 4 brand, which can be purchased online) or destroyed after use. If cardboard pet carriers or boxes are used, these should be incinerated along with used vinyl gloves, in case the Hhog is carrying any zoonotic conditions that are not yet exposed to the naked eye.
6. Working with animals, it is recommended that you ensure that you are adequately covered for Tetanus.
7. Hedgehogs sometimes have fleas, these are not contagious to you or your pets as they are host specific and will only live on Hedgehogs; your Hedgehog however, has been treated for fleas. NEVER use dog and cat flea treatments on a Hedgehog as this will kill it.

THANK YOU SO MUCH FOR ASSISTING OUR RESCUE IN THE
SAFE RELEASING OF OUR HEDGEHOGS.

LUCKY HEDGEHOG RESCUE
HEDGEHOG WILD RELEASE PREPARATION CHECKLIST

WILD RELEASE: Wild release is for Juvenile or Adult Hedgehogs that are found in gardens that can return to their known surroundings. We insist they are provided with a Hedgehog house filled with straw for their release and that they are fed supplementary food and water every night of the year.

FRESH FOOD AND WATER EVERY NIGHT. Only at dusk or from 8pm depending on the time of year. If you can, initially use Brambles Hedgehog foods, wet and dry, that the Hedgehog has become accustomed to in the hospital, and gradually introduce other foods such as Cat foods if that is what you use for the wild Hedgehogs as a sudden change in diet can give them diarrhoea and also stop them eating.

GIVE PLENTY OF STRAW, not only filling the Hedgehog house, but provide plenty in a water proof box laid on its side next to the hedgehog house, for it to top up its nest. It may clear off that night through sheer freedom and excitement, but may well return too, as building a nest for shelter in the wild can take them several nights. Do not clean out the Hedgehog house until Autumn.

DO NOT ALLOW noisy excited children or your Dog near the Hedgehog house. Both are frightening for the Hedgehog. The Hedgehog needs quiet to settle. The Hedgehog is fearful of voices and the smells and sights of humans and dogs, therefore if kept to a minimum, the Hedgehog will be more likely to visit or live in your garden for many years to come.

PLEASE CHECK YOUR GARDEN IS SAFE before releasing.

Let's see what can be done in the garden to make it Hedgehog friendly....

ENCOURAGE Hedgehogs into your garden and ask your neighbours to do the same, by providing 13 cm sq access holes (Highways) in fences and gates.

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COVER all drains, so that Hedgehogs cannot fall in or stand under and be poisoned or burnt by what comes out of your pipes. Secure the covers by screwing to the surface as Hedgehogs are very strong and will lift the cover when they are thirsty.

LIFT all types of netting to at least 12 inches above ground before dusk to prevent Hedgehogs becoming entangled. Trampoline, Football, garden netting, they all injure or kill Hedgehogs every year.

STOP using chemicals of any sort in the garden. Rat poisons, baits and traps KILL any creature that can access them and so should be placed in specialised boxes off the ground where rats can climb but Hedgehogs cannot - bear in mind that Hedgehogs are great diggers and climbers! The use of chemicals on plants and the use of lawn treatments will kill off the food chain for Hedgehogs and birds, and if ingested, whether eaten or licked, often kill them too. Let nature take over, no use of chemicals WILL bring nature into your garden and they WILL control what you otherwise would have used chemicals for.

CHECK carefully before disposing, clearing, and using sharp equipment such as forks and trimmers. Garden bags, piles of rubbish, leaf piles, compost heaps, under sheds & decking, unmanaged borders, clumps of grass and bamboo are all very attractive for Hedgehogs to shelter, hibernate or rear young in.

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DOGS attacking Hedgehogs is very common and often fatal. The pressure of a dog's jaw alone can crush the fragile skeleton of a Hedgehog, puncture wounds will get infected, and the Hedgehog will die. Please keep your dogs on leads when in the garden from dusk until dawn and after 6pm in Summer months. This will not only prevent a Hedgehog injury, but will save you a vet bill too as when a dog bites a Hedgehog it can cause awful mouth infections.

FINALLY, try to keep an area of your garden wild and plant to attract pollinators, insects and Beetles. This will keep the wildlife food chain active. Have a pile of logs/twigs/garden debris. Keep the leaves that fall and add to the pile as they are not only nesting materials but also have next year's insect world laid on them. Deter dogs entering that area.

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E. The transport container must be darkened without blocking ventilation, not be exposed to sunlight, be adequately ventilated and contain bedding to keep the Hhog comfortable. The Hedgehog must be able to stand, but not roll around the container.

F. The Hedgehog must be taken immediately to its destination; you must not go shopping, pop in to see a friend en route or pick up the kids from school, etc. The Hedgehog will be stressed enough with travelling and must be settled asap.

3. Please carry vinyl gloves & thorn proof gloves for your protection when handling the Hhog.

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6. Working with animals, it is recommended that you ensure that you are adequately covered for Tetanus.

7. Hedgehogs sometimes have fleas, these are not contagious to you or your pets as they are host specific and will only live on Hedgehogs; your Hedgehog however, has been treated for fleas.

THANK YOU SO MUCH FOR ASSISTING OUR RESCUE IN THE
SAFE RELEASING OF OUR HEDGEHOGS.

example...

LUCKY HEDGEHOG RESCUE
HEDGEHOG PATIENT ADMISSIONS FORM

The Wildlife and Countryside Act (1981) may be interpreted as implying that when a wild animal is "rescued" and taken into captivity, the rescuer becomes the legal owner of that animal and becomes responsible for its ongoing care. In order for Lucky Hedgehog Rescue to be able to provide care and take on the financial responsibility of the animal above, it is necessary that it is transferred into our legal care. We will then make decisions regarding the most appropriate first aid treatment (including euthanasia if needed) and ongoing care, rehabilitation and release. With this in mind, we would appreciate it if you would sign the following:

I, the rescuer named below, transfer ownership of the animal(s) detailed below to Lucky Hedgehog Rescue and give them permission to contact me using the details given.

Signed: Date:

****DONATION GIVEN TOWARDS THE HEDGEHOGS CARE* £***

FINDERS & RELEASE SITE DETAILS:

Hedgehog Name:	
Computer Number:	
Date of Arrival:	
Date of release:	Type: Wild / Enclosed
Microchip Number:	

<u>Finders Details:</u>	<u>Release Site Details (if relocated):</u>
Name: _____	Name: _____
Address: _____ _____	Address: _____ _____
Postcode: _____	Postcode: _____
Home Tel: _____	Home Tel: _____
Mobile: _____	Mobile: _____
Email: _____	Email: _____
Permission to save & contact using the above methods: YES / NO	Permission to save & contact using the above methods: YES / NO
RETURN / RELOCATE	

example...

HEDGEHOG NAME:	COMPUTER NO:
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[illegible]

2023 VOLUNTEER
APPLICATION FORM

LUCKY HEDGEHOG RESCUE
C.I.C. 14085854



Paddock Cottage,
Grimston Lane,
Grimston,
HU11 4QE

Tel: **07590756833**

Email: luckyhedgehogs.lucy@gmail.com

Web: www.luckyhedgehogrescue.org.uk

**Please send your completed application form to the address
or email above before attendance.**

TITLE..... FIRST NAME..... SURNAME.....

ADDRESS.....

.....

HOME TEL:..... MOBILE TEL:.....

EMAIL ADDRESS:.....

DATE OF BIRTH.....

Please now provide details of who to contact in an emergency.

NAME..... RELATIONSHIP..... TEL.....

NAME..... RELATIONSHIP..... TEL.....

NAME..... RELATIONSHIP..... TEL.....

DOCTOR..... TEL.....

SIGNATURE..... DATE.....

Do you have an allergy, illness or disability that we need to be aware of?

YES / NO

If YES, please tell us more...

Allergy/ illness
/disability.....

How this affects
you.....

Do you have any
access
requirements?.....

Do you require
additional
support?.....

Eg: Health disability Asthma, Epilepsy, Type 2 Diabetes, Unstable blood sugar -diet controlled - self-managed

Access to an area to store snacks and drinks

Eg: Learning disability

Difficulty processing and retaining information.

Visual learner –better to be shown what told rather than being told

Supervision and guidance

Eg: Physical disability

Deaf, partially sighted, Dwarf, Arthritis/joint issues,

I agree to notify Lucky Hedgehog Rescue in writing/email of any changes to my health/ ability.

SIGNATURE.....

DATE.....

Which roles are you interested in?

(please tick a box to indicate preference)

Cleaning hedgehogs in the shed and outside pens/hutches,

Feeding on an evening, including washing up, 16.00-18.00.

Washing and sterilising equipment

General cleaning

Gardener Handyperson

Volunteer driver

(you must hold a current UK driving licence & insurance, and it is your responsibility to notify your insurance company of your voluntary driving; you are not covered for voluntary driving under our insurance)

Fundraiser

Please tick to indicate your availability. If you cannot do any of these hours listed, please write your suggested times beside the chosen day(s) of the week to be considered:

Day: 10.00-12.00 12.00-14.00 14.00-16.00 16.00-18.00

Ad hoc

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

DECLARATION and GDPR/PRIVACY AGREEMENT

I declare that I have read and understand Lucky Hedgehog Rescue's protocol documents and agree to adhere to them.

I understand that whilst every effort is made to minimise the risk of Covid-19 infection, it is impossible to guarantee that the rescue centre will not experience an outbreak. I agree to comply with measures which are in place to reduce the risk & I agree to wear a mask when I have a cold, cough or sore throat.

I understand that hedgehogs are wild animals, which carry diseases that can be transferred to humans. I understand that whilst every effort is made to minimise the risk of contracting an infection, it is impossible to guarantee that it will not happen. I agree to comply with all measures which are in place to reduce risk which includes wearing the provided PPE.

I understand that hedgehogs are wild animals and as such will instinctively defend themselves by rolling into a ball, huffing and popping, charging or biting. I understand that I will be warned about any known aggressive hedgehogs and have the option to leave them alone. I understand that in the event that I am bitten, or spiked by a hedgehog causing a break in my skin, I must seek first aid from the centre manager and complete an accident form. It is recommended to be covered by a current Tetanus vaccine, and If necessary I will consult my GP to book a tetanus booster. I agree to work in direct contact with hedgehogs at my own risk.

I understand that in order for the rescue to run smoothly and meet all aspects of the hedgehogs in care, I must treat my voluntary role as I would any paid position.

I agree to helping in the rescue on an ad-hoc basis where at all possible, providing cover for those who are sick or on holiday and that I may be contacted at short notice when cover is needed.

I agree to contact the rescue via text message or telephone call, as soon as possible prior to and before 9am in the morning that I am due to attend if I am unable to attend due to illness or family emergency. I also agree to notify of school holiday dates and holidays that I cannot attend at least one month in advance, and two weeks' notice of my intention to leave the team.

I agree to notify Lucky Hedgehog Rescue of any duties I find difficulty with. I understand that if I have not disclosed allergies, medical conditions or disabilities within my application or during my visit, Lucky Hedgehog Rescue cannot be held responsible should I experience health issues whilst working at the rescue centre.

I agree to Respect ALL visitors, staff & volunteers choices about how their personal data is used to maintain the important trust relationship with Lucky Hedgehog Rescue.

I agree and understand about Privacy: It is important to be mindful of what you say and to whom; anything concerning LHR, in any form, must not be discussed nor shared outside of the premises without the Founder, Lucy's consent.

I agree with the Responsibility of respecting Data privacy that is relevant to - and the responsibility of - everyone attending LHR.

I understand the meaning Data: Meaning ALL, media, read, heard, verbal, photographic, written, & typed.

DECLARATION and
GDPR/PRIVACY AGREEMENT continued:

I understand that when I sign below, I am legally bound by all of the above as an agreement and any breach of, may invite personal legal action against me. I also understand the serious nature of this document & will contact the Founder & Lead, Lucy Felgate-Baumberg with any concerns.

I sign and agree to abide by this Privacy Agreement and understand that our personal details will be stored safely for LHR's use only & will not be shared with any third party unless lawfully requested...

I declare that the information I have provided on this form is true & I agree to all content.

Should I be successful in my application to volunteer at Lucky Hedgehog Rescue,

I understand that the truthful completion of this form
constitutes part of the terms of contract of my employment.

Signature of applicant:.....

Date:.....

In respect of children (under 18 years of age) and vulnerable adults the form must be co-signed by an appropriate adult (a parent, carer or legal guardian).

I also agree with all contained within the volunteer application form and will also abide by the GDPR statement.

Signature of appropriate adult:

Date:.....

RELATIONSHIP

If not the parent of the applicant, please give the following information:

NAME.....

ADDRESS.....

...

TEL:.. HOME.....

MOBILE.....

EMERGENCY CONTACT

NAME.....

