

Visitor Directory Form



Please complete the following information: -

Title:	First Name:	Surname:
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Home Address:

Postcode:	Telephone / Mobile:
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Email:

Please use this space to provide information of any medical condition / disability / mental health condition / risk factors that, for your own and others safety you would like to inform us about: -

Who would you like us to contact in case of an emergency: -

Title:	First Name:	Surname:
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Telephone / Mobile:	Relationship to you:
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Please complete this section with information to assist us in arranging your visit: -

I / we can arrange our own transport:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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I would need to bring a mobility aid with me:	3- or 4-wheel walker	<input type="checkbox"/>	Wheelchair	<input type="checkbox"/>
	Zimmer frame	<input type="checkbox"/>	Other	<input type="checkbox"/>

I must travel and remain in my wheelchair at all times	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Not applicable	<input type="checkbox"/>
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THE SHUTTLEWOOD FOUNDATION STAFF AND VOLUNTEERS ARE UNABLE TO PROVIDE ANY PHYSICAL ASSISTANCE, PERSONAL CARE OR CONTINUOUS SUPERVISION.

If you need assistance whilst at Ulverscroft Manor, you can bring a friend / family member / PA to provide that care. Please tick the box which applies to you.

I do not need care / assistance whilst visiting the Foundation

Yes

No

I need care / assistance, and someone will attend with me to provide that care

Yes

No

By signing this form, you are agreeing to notify the Foundation if there is a change in your health / disability that may make it unsafe to continue attending day visits to Ulverscroft Manor. Your information will be shared with the emergency services if they are called out to assist you. For further information about how we use and protect your information please view our privacy policy at <https://shuttlewood-clarke.org/about-us/privacy/>. Please contact us if you would like to have your details removed from our records.

Signature:

Date:

Please return this form to: The Manor Coordinator, Ulverscroft Manor, Priory Lane, Ulverscroft, Leicestershire, LE67 9PH or email hello@shuttlewood-clarke.org. If you would like to discuss the visit further, please call 01530 245860.

We would love to keep in touch with you to tell you about our work and how you can support it. Please tick the box if you would like to receive these emails.

OFFICE USE ONLY

Date received: