

The First Visit

Wherever possible your Voluntary Area Co-ordinator or a Buddy (an experienced Pets As Therapy Visitor) will accompany you on your first visit.

- If you don't have a Voluntary Area Co-ordinator, find out who your local buddy is by contacting the Placements Officer, Dinah Baynton-Dibley, Tel: 0208 589 9258 or email: ddibley@petsastherapy.org
- The first visit can be very tiring and demanding, but they do get easier with time!
- The Guidelines for Establishments are sent out to all new establishments and all establishments who join as Supporters of the Charity
- If your establishment does not have a copy of these guidelines, please contact Head Office, Tel: 01865 671440 or email: reception@petsastherapy.org who will be happy to send one out for you

Establishment Requirements

Further references and checks

Some establishments require further references, special police checks (CRB checks) or occupational health interviews. If these are mandatory, please abide by the establishment's requirements should you wish to visit there. Please note, volunteers should not to be asked to pay for any checks the establishment requests.

Health and Safety

Please ask each establishment to give you details of their Health and Safety procedures and any other regulations that apply.

Identification and Security

Please ensure that you wear your photo ID at all times when visiting and any other security badges that may be required by the establishment.

Paperwork, paperwork!

In your handbook you will find a copy of all forms you may require. The most important form to return to the Charity to inform us of where you are visiting is the PAT7.

- On your first visit, please always take a copy of the PAT7 form with you
- Complete the appropriate part and ask the authorised contact at the establishment to complete the rest and sign the reverse
- Both you and the establishment should keep a copy
- One copy must be returned to Head Office for our records. Additional copies can be requested by email from Head Office

Pets As Therapy Head Office, Tel: 01865 671440

Email: reception@petsastherapy.org or visit www.petsastherapy.org