

doorway

Moving on from Homelessness in North Wiltshire

Dear Doorway Supporter,

Thank you very much for requesting the enclosed SleepOut Pack, including guidelines and general information regarding the event; registration and sponsorship forms.

The SleepOut will take place from 7pm until 7am on Saturday 28th January 2012 at St Andrew's Churchyard, Market Place, Chippenham. The event has been organised to coincide with both Poverty & Homelessness Action Week and Homelessness Sunday on 29th January 2012, a national event, in order to increase awareness of homelessness in North Wiltshire and to raise much needed funds for the Doorway drop-in centre.

The previous SleepOuts have raised over £20,000 and Doorway was featured in all the local media formats including BBC Points West television, BBC Radio Wiltshire, The Wiltshire Times and the Gazette & Herald newspapers! However, we are aiming to increase both the number of participants and the amount of sponsorship this year.

Please would you photocopy and prominently display the enclosed flyer and poster, or pass it on to someone who can publicise the event.

We are very grateful for the interest that you are showing and hope that you will join us in the SleepOut.

Pre-registration is essential, so that we know roughly how many people will be attending, to enable us to manage the event safely and efficiently. To pre-register please email info@doorwayproject.org.uk or telephone 01249 445385 and then turn up on the night with the completed registration form.

If you have any questions or require further information then please do not hesitate to contact me.

Kind regards,

Lisa Lewis,
Chief Executive

**Doorway
The Studio
36 The Causeway
Chippenham
Wiltshire
SN15 3DB**

**Tel: 01249 445385
www.doorwayproject.org.uk
info@doorwayproject.org.uk**

Doorway is currently funded by:-

The Community Foundation for Wiltshire & Swindon, Wiltshire Council Chippenham Area Board, The Jack Lane Charitable Trust, Rotary Club of Wiltshire Vale, John Laing Charitable Trust, Walter Guinness Charitable Trust, Co-operative Group Community Fund, Zurich Community Trust, Ray Harris Charitable Trust, Chippenham Borough Lands Charity & The Woodroffe Benton Foundation and donations from individuals, Churches and other Organisations.

Doorway Wiltshire Limited, trading as Doorway.
Charitable Company Ltd by Guarantee registered in England and Wales No. 07232063
Charity No. 1137757



The Community Foundation
for Wiltshire & Swindon

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SleepOut 2012 Information

This information sheet is designed to give you an idea of what Doorway's SleepOut is about and what to expect if you choose to participate in the event.

SleepOut for Doorway

The SleepOut has been organised to coincide with Poverty & Homelessness Action Week 2012, in order to increase awareness of homelessness in North Wiltshire and to raise much needed funds for the drop-in centre.

We are hoping that the event will bring together a large number of participants from a diverse range of people from the local community. We are aiming to increase both the number of participants and the amount of sponsorship this year, and with this in mind, we are allowing participants under the age of 18 years as long as they have parental/guardian consent and are accompanied by a responsible adult aged at least 18 years old. Minimum age is 10 years old.

The event will take place in the churchyard of St Andrew's Church, Chippenham and will involve sleeping rough with only minimal protection from the winter weather.

Date and time

The SleepOut starts at **7pm on Saturday 28th January 2012** and carries on through the night until 7am the following morning. You may leave the site at any time but we would appreciate it if you could try and stay on the site all night. Please notify the person in charge if you intend to leave the venue. Remember that there will be no public transport available. Ensure that you have made suitable arrangements to get home in the morning, bearing in mind you may be cold and tired.

The official welcome and introduction will be made during the Church Service at 8.15pm.

Facilities

Toilet facilities will be provided in the Church Hall throughout the night.

Hot drinks will be provided between the hours of 6pm and 11pm; and in the morning between 6am and 7am.

Registration

The registration point will be open from 6pm until 10pm.

On arrival at the site please sign in at the registration desk inside St Andrew's Church Hall to ensure that we are aware that you are on site. You will then receive a proof of your attendance.

You **must** ensure that you have registered and given emergency contact details.

Before the night

Please remember that we will be sleeping outside during the night in January and that the weather will be very cold, so ensure that you are prepared physically and mentally. Use the check list below as a guide to what you will need to bring with you in order to protect you from the worst of our winter weather.

Your clothing should be warm and waterproof – several thin layers of clothing are better than one thick layer. A woolly hat, warm footwear and gloves and a sleeping bag will be essential.

It is highly recommended that you bring a large cardboard box as protection from the wind, preferably large enough to actually sleep inside.

Check list for the night - (optional but recommended!)

- Sleeping bag
- Cardboard box
- Medication
- Warm clothes
- Gloves
- Plastic groundsheet
- Blanket
- Black bin bag for rubbish
- Hat
- Torch

Money and sponsorship

There is no charge to participate in the SleepOut but we do ask that you raise money for Doorway by getting sponsored to sleep rough for the night. A sponsorship form will be in your SleepOut pack. Doorway is a charity and therefore relies on donations to continue to make a difference to the lives of many homeless people by providing them with a hope for the future.

Some employers are willing to match fund sponsorship money as part of their Corporate Social Responsibility (CSR) Policy. It is always worth asking!

Please may cheques payable to 'Doorway' and post to the address below; or donate through the PayPal button on the Doorway website. If you are using PayPal then please add a note in the box when prompted stating "SleepOut".

It is also possible to text donations via your mobile phone: Text DOOR22 £5 to 70070

Children

We welcome children to participate, however for health and safety reasons, all participants under 18 years old must ensure that they are accompanied by a responsible adult who is at least 18 years old. Minimum age is 10 years old.

Please ensure that a separate registration form is filled in for each child with the relevant information giving consent etc. Doorway Wiltshire Ltd will not be held responsible for the safety of participants since we will be holding the event in a public place.

Important notes

Participants take part in the SleepOut at their own risk:- Doorway will not be held responsible for loss or damage to personal effects, for personal accidents, for injury or loss to third parties.

No non-prescription or illegal drugs are allowed on the site:- If you are caught then you will be asked to leave and the police will be informed.

The churchyard is part of the town alcohol-free zone therefore we request no alcohol to brought onto the site.

The site must be vacated at 7am. Please ensure that you remove all belongings and rubbish including cardboard boxes.

Thank you for supporting Doorway and please spread the word.

Whilst we will not be able to replicate the realities of sleeping rough we can increase awareness within our local community.

Remember that although we are giving up a warm bed for the night, we still have one to go back home to in the morning...

Please contact Doorway for more information:-

website :- www.doorwayproject.org.uk

tel :- 01249 445385

email :- info@doorwayproject.org.uk

address:- Doorway, The Studio, 36 The Causeway, Chippenham, Wiltshire SN15 3DB

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Doorway SleepOut 2012 Registration Form

Please complete one form per participant in Block Capitals return before the event

Please register me to take part in the Doorway SleepOut 2010 on Saturday 28th January 2012 7pm - 7am at St Andrew's Churchyard, Chippenham

NAME : D.O.B: AGE:

ADDRESS :

EMAIL : TEL:

Are you representing a church, company, or other organisation?

IMPORTANT INFORMATION - this section **MUST** be completed by the parent/guardian if the participant is aged under 18 years old. Forms without it will not be accepted.

For health and safety reasons all participants under the age of 18 years must be granted parental/guardian consent to take part in this event and **must be accompanied by a responsible adult who is aged at least 18 years. Minimum age is 10 years old.** Proof of age may be required.

1) I the parent/guardian of the child named above, give consent for them to take part in the Doorway SleepOut:

Signed: Name:

Address: Phone:

2) Will you (as the parent/guardian) be accompanying your child to the SleepOut?
YES / NO*

*If you answered 'No' to 2) please give the details of the responsible adult who will accompany your child on the night of the Doorway SleepOut :

Name: Phone:

Address:

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EMERGENCY CONTACT DETAILS - As a precautionary measure, please fill in the following sections as accurately as possible

NAME :

RELATIONSHIP:

ADDRESS :

PHONE NUMBER:

MEDICAL INFORMATION - It is important that Doorway is aware of any medical condition which may require treatment and/or may affect participation in the event.

If you are not in good health please do not participate - remember this is January and it will be bitterly cold!

NAME OF GP:

SURGERY NAME:

ADDRESS:

PHONE:

Information regarding any medical conditions you would like us to be aware of:

Information regarding any medication you are taking that you would like us to be aware of in case of an emergency at the event:

DECLARATION this section **MUST** be signed by all participants in order for their registration to be accepted.

Participants take part in the SleepOut at their own risk :-

Doorway Wiltshire Ltd cannot be held responsible for loss or damage to personal effects, for personal accidents, for injury or loss to third parties.

No alcohol, non-prescription or illegal drugs are allowed on the site - if you are caught then the police will be informed and you will be asked to leave. We are hoping that there will be publicity at the event and therefore we expect photographs and or video footage to be taken. If you do not want to be included in these pictures, please indicate on the registration form and also inform staff at the event.

SIGNED:

DATE:

Please return completed form to: Doorway, The Studio, 36 The Causeway, Chippenham, Wiltshire, SN15 3DB. Tel: 01249 445385 Email: info@doorwayproject.org.uk

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Doorway Sponsored SleepOut

Saturday 28th January 2012

7pm - 7am

@

St Andrew's Churchyard

**The event has been organised to coincide with
Poverty & Homelessness Action Week,
in order to raise awareness of homelessness
in North Wiltshire and much needed funds for
the Doorway drop-in centre.**

Pre-registration is essential

Sponsorship & registration forms available:

online: www.doorwayproject.org.uk

tel: 01249 445385

email: info@doorwayproject.org.uk

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