

**VANESSA GRANT SCHOOL(VGS)/GOGAR PRIMARY SCHOOL (GP)/VANESSA GRANT  
GIRLS' (VGGS)/VOCATIONAL TRAINING SCHOOL (VTS)/S MICHAELS NURSERY  
(SMS)SCHOOL.**

**VOLUNTEER STAFF SERVICE FORM**

**Personal Information:**

Name:

Date of Birth:

Gender: male female

Address:

Country of residence:

Nationality:

Home Phone:

Email:

Passport Number:

Date and Place of issue:

Intended date of arrival:

Intended date of departure:

Do you have any allergies or medical conditions? [ ]No Yes (explain)

Are you currently taking any medication? [ ]No [ ]Yes (explain)

Name, address and contact details of next of kin, in case of emergency.

Telephone:

E-mail:

Name and address of company providing medical insurance:

Policy number:

Telephone:

E-mail:

**Statement of Accuracy:**

The above information is accurate to the best of my recollection. I understand this is strictly a volunteer position and I will receive no remuneration (including denominational service credits, fringe benefits, or workman's compensation) for services and time volunteered.

Signature

Date

**RELEASE AND WAIVER OF LIABILITY**

This Release and Waiver of Liability is executed this

day of 20

by (the "**Volunteer**"), in favour of VGS/VGGS/GP/VTs/  
SMS and its trustees, directors, officers, employees, volunteers and agents (collectively, the "**School**"),  
Hamish Grant and Gogar Farm Limited (collectively the "**Farm**").

I hereby freely and voluntarily, execute this release under the following terms:

1. **Waiver and release.** I hereby release and forever discharge and hold harmless the School and the Farm and their successors and assigns from any and all liability, claims, demands and causes of action, of whatever kind or nature which may hereafter arise from my participation as a Volunteer with the School and/or any project, activity or event sponsored, managed, arranged, or promoted by, or otherwise affiliated or associated with the School or the Farm.

I understand and acknowledge that this Release discharges the School and the Farm from any liability or claim that I may have against the School and/or the Farm with respect to any bodily or other injury, illness, death, or property damage that may result from my participation as a Volunteer. I also understand that the School and the Farm do not assume any responsibility or obligation to provide financial assistance or other assistance, including, but not limited to, medical, health, or disability insurance, in the event of injury, illness, death, or property damage.

2. **Insurance.** I understand that the School and/or the Farm are not obliged to provide group accident or other liability insurance for the benefit of its volunteers. As a self-sponsored volunteer, I am expected and encouraged by the School and the Farm to maintain medical health and all other applicable insurance coverage for my own benefit as a volunteer.
3. **Medical Treatment.** Except as otherwise agreed to by the School and/or the Farm in writing, I hereby release and forever discharge the School and/or the Farm, as the case may be, from any and all liability claims, demands and causes of action whatsoever that may arise on account of any first aid or other medical treatment rendered during my participation as a Volunteer with the School and/or the Farm and/or any project, activity or event sponsored, managed, arranged, or promoted by, or otherwise affiliated or associated with the School and/or the Farm.
4. **Assumption of Risk.** I understand that my participation as a Volunteer with the School and/or any project, activity, or event sponsored, managed, arranged, or promoted by, or otherwise affiliated or associated with the School and the Farm may include activities that may be hazardous to myself. I further recognise and understand that such participation may involve certain inherently dangerous activities. I hereby expressly and specifically acknowledge that I assume the risk or injury or harm in these activities and release the School and/or the Farm from all liability for injury, illness, death, and/or property damage that may result.
5. **Essential Guidelines for Volunteers.** These guidelines have been put together in conjunction with Naomi Ndungu (VGS), Sister Hiltrude (GP) and Hamish Grant. The purpose is to give you the benefit of 12 years of experience of volunteers visiting Rongai. By following our suggestions below it will be easier for you to become part of the community and warmly accepted into a very different culture. The Trustees of the Vanessa Grant Trust and the schools themselves cannot be held accountable for the consequences if you ignore this advice.
  - a) Come with an open mind and reserve judgement on the many different situations that you will face.
  - b) Engage fully with the schools and embrace the challenges as they present themselves.

- c) Join the teachers at break and lunch and make an effort to get to know them. You will find the welcome warm and genuine. Contribute to the cost of lunch and enjoy the genuine Kenyan meals.
- d) Do not be tempted into local bars and nightclubs where you will be vulnerable.
- e) Only use the motorbike taxis during daylight and only locally. They are a very risky mode of transport on already dangerous roads.
- f) Always sign in and out at the gate. In the event of a problem, we will have an idea of where you are and are more likely to be able to help.
- g) At some stage someone will approach you asking for money. Point out you are a student and not earning money and are volunteering your time without payment. Do not be shy of declining.
- h) You should report to school by 8.00 a.m. when the morning assembly starts and not leave until after your final commitment ends.
- i) Observe the dress code in the schools.
  - Men: Long trousers and collared shirt for teaching, tidy shorts or tracksuit and T shirt for PE.
  - Ladies: knee length skirt, blouse that covers the shoulders and that is not see through! Decent long shorts or tracksuit with short sleeved T shirt or similar.
  - IT IS VERY IMPORTANT to dress conservatively and that your clothes are clean.
  - Dressing provocatively in a conservative society not only leaves a bad impression but may put you in danger from unwanted advances or even violence.

At all times remember that you will be part of a respected staff team and that you are expected to uphold high standards both within the school and in public to both pupils and parents.

6. **Other.** I expressly understand and agree that this Release is intended to be as broad and inclusive as permitted by law, and that the Release shall be governed by and interpreted in accordance with the laws of Kenya. I agree that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release.

By signing below, I acknowledge that I have read and understand this Release, and agree to its provisions and voluntarily sign this release and waiver of liability agreement.

I understand that I am bound to pay GB£600 to the Vanessa Grant School Trust before my arrival.

Name of Volunteer:

Signature:

Date: