



## **MUDDY DOG VOLUNTEER INFORMATION**

### **TIMINGS**

All volunteer shifts will start at 8.30am and finish between 2pm and 6pm depending on the number of participants taking part. Exact timings will be given to you before the event day.

### **YOU AND YOUR DOG**

Volunteers at Muddy Dog Challenge are supporting human participants and their dogs, therefore volunteers are unable to bring their own dogs along to the event for health and safety reasons.

### **VOLUNTEER REGISTRATIONS, BRIEFING AND SIGN OUT**

#### **REGISTRATION**

Volunteers will have to register from 8.30am. The registration process includes signing you in as a volunteer and providing you with a Muddy Dog t-shirt and lanyard.

#### **BRIEFINGS**

Briefings will be facilitated by a Volunteer team member, Battersea Canine Behaviour Team and Event Partner. You will also have a role-specific briefing at your post.

#### **SIGN OUT**

When your shift comes to an end, please do not leave your post until you are asked to stand down by your designated Area Manager/Team Leader. At the end of your shift, please report back to the Volunteer tent to sign out.

### **TRAVEL**

All the Muddy Dog Challenge venues are in rural locations, therefore please take the time to plan and familiar yourself with your journey prior to the event.

### **POINT OF CONTACT ON THE DAY**

Contact Briony Fisher on 07388 380846 if you think you may be delayed arriving to the venue. Your main point of contact on the day will be provided at your briefing.

### **ON THE DAY INFORMATION**

#### **WHAT TO WEAR**

This is an outdoor challenge event, therefore please make sure you come prepared for all weather conditions. The weather can be changeable throughout the day, so we suggest you wear jeans or other comfortable/waterproof trousers, and comfortable/waterproof footwear such as walking boots or wellies. If it is going to be a warm day you are welcome to wear shorts, however, please also wear a sun hat and sun cream. A Muddy Dog t-shirt will be issued to you on the day which you can collect from the volunteer registration point in the morning.



## WHAT TO BRING WITH YOU

- Suitable clothing and footwear
- Water bottle
- Warm clothing if it's cold
- Sun cream and a hat if it's warm
- Lunch (We will provide snacks. You will be able to purchase lunch from the event village if you'd prefer)

## PERSONAL BELONGINGS

Bring only what is necessary on the day, and an appropriate bag that you can keep with you on your post throughout your shift. There is no storage on site. We ask all our volunteers to be responsible for their own possessions.

## MONEY

Bring adequate cash to the event as there will not be anywhere on-site to withdraw money.

## WHEN YOU ARRIVE

On arrival at the event site, please make your way to the volunteer tent which will be located at the entrance of the Event Village. We will sign you in, provide you with a Muddy Dog t-shirt and a volunteer lanyard.

## LUNCH / BREAKS

Volunteers will receive adequate breaks part way through your shift which will be managed on the day by the Area Manager for your zone. Unfortunately, due to the volume of volunteers Battersea are not able to provide lunches on the day however, we will provide snacks such as cereal bars and crisps, and you will be able to purchase refreshments and food from the vendors at the Event Village. Alternatively, feel free to bring your own lunch on the day.

## WASTE (DOG AND OTHER RUBBISH)

All volunteers will be issued with Poo Bags on the day to give out to dog owners/participants. If you spot dog waste on the course and you are happy to, it would be most appreciated if you clear and dispose of the waste. It is Battersea's responsibility to leave the event space clear. If you notice rubbish on the floor please pick it up and dispose of it in the nearest bin. If you notice that bins are getting full, please let your allocated Area Manager know who will arrange for these to be emptied/replaced.

## ALCOHOL / SMOKING

Battersea operates a strictly no alcohol policy on-site. No smoking permitted on site during your volunteer shift.

## PHOTOGRAPHERS AND VIDEOGRAPHERS



At some venues there will be a professional photographer on site throughout the day, and cameras will be rolling. If you do not want to be featured in photographs or film, please let us know via email at [muddyydogvolunteer@battersea.org.uk](mailto:muddyydogvolunteer@battersea.org.uk).

## TOILETS

There will be portable toilets on-site in the Event Village, and where possible on the course. If, while you are on shift, you need to be relieved of your post, please make your nearest Battersea team leader aware and they will provide cover. There are not always toilet facilities out on course, therefore if you are allocated an on-course Marshall role and need to be close to toilet facilities, please ensure that you highlight this to your area manager prior to leaving the briefing area to ensure that we can allocate you a post near to the event village site.

## CELEBRITY GUESTS

We have high profile guests taking part in our events who are very special friends and supporters of Battersea. While you may recognise these guests, please remember that they are guests to the event and should be treated as such. Please do not linger near them or approach anyone for autographs or photographs and please answer any questions in the same way you would any other guest.

## TRAVEL & EXPENSES

Battersea will reimburse:

- Train/bus/tube/tram fares or mileage where the most economical method of transport has been used, up to a maximum daily cap of £10
- Car parking costs up to a maximum daily cap of £5, please note that you will cover the initial parking costs and can claim this back.
- All claims must be supported by valid receipts, except for mileage claims at a rate of 45 pence per mile up to the daily £10 cap •
- Scanned copies or clear photographs of receipts are acceptable alternatives to an original receipt
- All expense claims submitted within one month from the date of their event. Any claims submitted after one month will not be claimable
- All claims will be paid by BACS so bank details must be provided on the expenses form. These details will be destroyed following the expenses process
- No expenses other than travel to and from the event, and parking, will be reimbursed.

## HEALTH & SAFETY FIRE

### EVACUATION/ASSEMBLY POINTS

In the unlikely event that we need to evacuate the venue, please ensure that you follow the instructions of your Area Manager and that you stay with them at all times. Your Area Manager will take you to the nearest agreed Evacuation point and will advise you on next steps. Please do not leave the venue without checking out with your Area Manager.

### FIRST AID/VETERINARIAN CARE



If either you or a participant requires first aid while on site, or a dog requires assistance from a vet we have adequate support in place. Please make your nearest Battersea staff member aware and they will radio for support.

## DOGS AND NATURAL WATER

The pond/river water is not tested by Battersea prior to the event, and with all things outdoors, there is a risk that exposure to the water could cause illness to a dog. If a dog owner has any concerns about exposing their dog to water, they do not have to take part, or have their dog take part in the obstacle, they can walk round it.

## ALABAMA ROT

For your reference, all participants have been emailed regarding Alabama Rot, a disease that has come over to the UK from America and has recently been talked about in the press. Battersea have worked closely with the leading authority on the disease in the UK, Anderson Moores, and they have confirmed the Muddy Dog Challenge is a very low risk event and there is no scientific evidence to suggest an environmental factor leads to the disease. If any participants have any questions or concerns about Alabama Rot, please refer them to a Battersea staff member. More information can be found on the Muddy Dog website.

## ANIMAL WELFARE

Participants (adults ages 16 or above) have been told to keep their dog on a lead at all times and they are solely responsible for their dogs on the day. Depending on your role at the event, you may be asked to help by holding a dog while the owner takes on an obstacle. There will be Battersea skilled dog handlers in and around the event to support you. You are our “eyes and ears” out on the course at your posts, and we ask you to make our team aware of any concerns you may have. We have put together for your information a safe handling guide for you to read prior to your event. We have also recorded an online dog training/health and safety video for the event participants available on our website