

Membership form Cardiff Pedal Power



Please use block capitals

Adult Accessible	
Adult	
Child Accessible (under 18)	
Child	
Changing Gear	
Family	

If Applicable name of support work or parent (main contact)	
Name of support organisation?	
Telephone for main support contact	
Email for main support contact	
Support Manager	

Family member 1 details	
Name	
Date of Birth	
Family member 2 details	
Name	
Date of Birth	
Family Member 3 details	
Name	
Date of Birth	
Family member 4 details	
Name	
Date of Birth	

Name			
Address			
Postcode			
Telephone			
Mobile			
Email			
Date of Birth			
Assessment needed?	Yes		No

I have read the General Data protection regulation statement overleaf and permit Cardiff Pedal Power to process my data in line with this statement **YES/NO**

As membership data includes what is considered sensitive data (health information related to disabilities) please indicate that you consent to Cardiff Pedal Power holding and processing this data in order to ensure that we provide the right bike for you **Yes/No**

Terms and Conditions of Cycle Hire: I confirm I have read and agree to them (on back page) by signing below.

Signature: Please sign & date below. If you are signing on a member's behalf, you must have authority to do so.

Name (plus position, if signing for someone):
 _____ / _____

Signed: _____ Date: _____

Membership is for 1 year and will need to be renewed annually.



All individual members receive the following benefits.

- Reduction in cycle hire rates
- Pedal Power Newsletter
- Personal notification of events
- Reduction in cycling training
- No repeat documentation needed for cycle hire
- Loyalty card
- Free members' events
- Free initial assessment to fit you with the right cycle for your needs
- Free cycle hire for the first Support Worker

Equal Opportunities form

The information you provide will help us to monitor how we are achieving against our Equality objectives and help us to develop and improve our services.

Male	<input type="checkbox"/>
Female	<input type="checkbox"/>
Transgender	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>

Do you have a disability			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Physical Disability	<input type="checkbox"/>		
Learning Disability	<input type="checkbox"/>		
Mental Health	<input type="checkbox"/>		
Long term health condition	<input type="checkbox"/>		
Please tell us what your disability is			
<input type="text"/>			

Do you speak Welsh			
No	<input type="checkbox"/>	Yes	<input type="checkbox"/>
		A little	<input type="checkbox"/>
Preferred language			
<input type="text"/>			

White			
British	<input type="checkbox"/>	Irish	<input type="checkbox"/>
Any other			
<input type="text"/>			
Mixed			
White and Black Caribbean	<input type="checkbox"/>	White and Black African	<input type="checkbox"/>
White and Asian	<input type="checkbox"/>	Any other mixed	<input type="checkbox"/>
Asian or Asian British			
Indian	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
Bengali	<input type="checkbox"/>	Any other	<input type="checkbox"/>
Black and or Black British			
African	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>
Any other black background			
<input type="text"/>			
Othe ethnic group please specify			
<input type="text"/>			

By agreeing to these terms and conditions, Pedal Power Members will not be required to sign a separate agreement each time a cycle is hired.

TERMS AND CONDITIONS OF CYCLE HIRE FROM PEDAL POWER

This agreement is between the "Hiree(s)" whose details are set out below and the "Hirer" who is "Friends of Pedal Power Project Ltd" who are operating on a non-profit basis, hereafter known as "Pedal Power". This agreement also applies to Assessment situations. N.B. Reduced cycle hire rates for individual Members apply to a single hire only or, in the case of a Family Member, to 2 adults and 2 children.

Responsibilities of Pedal Power

1. Equip the Hiree with equipment and cycles that are fit for purpose
2. Make available guidance on safe cycling
3. If, following Assessment, Pedal Power cannot provide a Member with a suitable cycle or you decide you do not wish to be a Member, we will reimburse your membership fee minus the cost of the Assessment
4. By signing this agreement, you are entering a contract with Cardiff Pedal Power that enables the charity to hold and process your data under the General Data Protection Regulation.
 - The purpose of processing your data will be explicitly in relation to your membership and will only be used in order for Cardiff Pedal Power to deliver services in line with expectations of this membership. This includes, contacting you with events that we hold, processing your membership data on a third party service (Wild Apricot), contacting you to let you know your membership is due for renewal, searching your information when you come into hire, so we can provide the right bike to you, and other services specifically related to delivering membership services and benefits. This data is processed under the legal basis in relation to contracts.
 - Your data will be held for no longer than is necessary (maximum 3 years post membership) and will be stored securely and not provided to third parties, unless explicitly agreed, or a third party that we store data with as outlined in our GDPR policy, which includes third part storage apps such as dropbox, or office 365, who both comply with GDPR In their own rights.
 - Under GDPR this contract will comply with all your rights as a data subject including, your right to be informed, rights of data access and transfer, data rectification, erasure, objection and right to restrict processing. For more information on these rights and how you exercise them please visit our website or contact our data protection officers on 02920390713. Additionally, as we need your consent to hold data in relation to disability (sensitive category data) you are able to withdraw consent for this information at any time. To do so please contact us and let us know.
 - If you are unhappy with our data storage or processing you have a right to complain to the Information Commissioners office (ICO)
 - For us to comply with this contract we do require your information to be accurate and will only use it for the above explicit purposes.

Responsibilities of individual Hirees

1. Under 18s can only hire a bike with their parents or guardians.
2. The Hiree agrees to behave responsibly to others and the environment while in charge of the cycle.
3. The Hiree(s) will agree and acknowledge that they are satisfied cycle(s)/equipment they are hiring are fully fit for purpose and that they are fully satisfied with the condition of the cycle(s)/equipment at the commencement of hire.
4. The Hiree(s) agrees to take care of the cycle(s) and equipment whilst in their possession and understand they are not to be used for extreme cycling
5. The Hiree(s) warrants that all riders of cycle(s) in the group are competent to cycle and takes full responsibility for ensuring the safe use and operation of the cycles they have hired.
6. The Hiree(s) is urged to seek appropriate training if their competency to lead a group or the competency of anyone in their group is in question. Pedal Power offers a training service.
7. Hirees will have to pay the full cost of repairing cycles that are returned in a damaged state, other than from fair wear and tear
8. The Hiree will have to pay the full retail cost of cycles that are lost, damaged beyond economic repair or stolen whilst in their possession.
9. The Hiree is personally responsible for any claims made against them caused as a result of the use or misuse of the hired cycle(s) whilst in their possession or control.
10. The Hiree agrees to inform Pedal Power immediately of any loss or breakdown of any cycle(s) whilst in their possession or control.
11. The Hiree agrees to report any repair or injury associated with the use of any cycle(s) or equipment in their possession no later than the end of the hire period.

Responsibilities of organisations (in addition to 1-12) signing on behalf of Pedal Power Members

12. Organisations who support children and adults with impairments are responsible for :
 - The safety of the individuals in their care throughout their visit, including those who may have challenging behaviour and may not find it easy to follow instructions

- Ensuring staff who accompany individuals are appropriately trained and knowledgeable
- Ensuring there is a risk assessment in place; and that they are able to assess risk dynamically whilst visiting our premises and while using our equipment in public places and respond appropriately to ensure vulnerable individuals and others remain safe
- Responding promptly and appropriately to changes in individuals' behaviour that may put them or others at risk.
- Making arrangements ahead of their visit to Pedal Power to ensure that the appropriate cycles are ready.

Registered Charity Number: 1092304

Company Limited by Guarantee: 4373456

Assessment form

Name of Cyclist			
Name of assessor			
Date of Assessment			
Support work or family member names			Is this person a non-paid carer Yes/No

Has the person cycled before?							
Confident rider		A little riding experience		No previous experience		Unknown	
What do they wish to achieve as part of their cycling?							
What are their goals							
Bronze Goal:							
Silver Goal:							
Gold Goal :							

Can the person follow simple instructions i.e. stop?	Yes		No	
Are they able to cycle independently?	Yes		No	
Are they able to use breaks?	Yes		No	
Are they able to balance on a two wheel?	Yes		No	
Are they able to keep their feet on pedals?	Yes		No	
Are they able to use gears?	Yes		No	
Are they able to keep their legs straight?	Yes		No	
Are the support riders able to cycle?	Yes		No	
Does the carer need Cycle training from Pedal Power or other support?	Yes		No	
Recommended bike for use				
Pedals to be used				
Comments on other adaptations needs and/or accessories needed/carers support required				
Have you ever had a heart condition or chest pains?	Yes		No	
Do you ever feel dizzy or lose consciousness?	Yes		No	

Do you have a bone or joint problem?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you have diabetes?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you have asthma?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you have epilepsy?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Are recovering from illness, injury or an operation?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Other? Please specify	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>