



CHRISTMAS COLLECTIONS



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Collectors/Helpers

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Be at start point no later than 5:30 pm
(The aim is to finish by 8:30 pm)

- A minimum of six collectors are required for each route.
- House to House collection as directed by the Team Leader.
- Each must collector must wear a fluorescent jacket and carry a torch.

KEY POINTS

- DELIVER LEAFLETS
- ARRIVE ON TIME
- BRING TORCH, GLOVES, HAT
- LISTEN TO BRIEFING
- STAY SAFE - AVOID FALLS
- **HAVE FUN!**

Take with you

- Torch and warm clothing
- Comfortable non-slip shoes
- Father Christmas hat!

Before start

- Collect Hi-Viz tabard
- Collect bucket
- Collect GoodBox terminal and turn ON. ([See instructions here](#))
- Listen to Team Leader briefing

During collection

- Walk on one side of the road, knocking on doors (do not bother with flats).
- Keep an eye on the collecting pace and move to the other side of road, if you sense that would help the balance.
- Do not be despondent if not many answer
 - many may not be in, some are old and unsure about answering door at night
 - but hopefully you will see many families during the course of the evening.
- Safety
 - Be very careful of steps and uneven surfaces in the darkness - use your torch.
 - In particular, watch uneven heights of adjacent driveways
 - and be careful with crossing public roads
- Keep together
 - Keep within eye contact of each other
 - Double up for more remote locations
 - Avoid entering private property alone.

- If a family/children want to see Santa, they must go to the Sleigh (in previous years, Santa went to the house door).
- Be aware of requests from the public for photos of (or with) Santa, Ask the Team Leader if the Sleigh can be stopped.
Do not allow public onto the Sleigh.
Be VERY careful when directing Driver to start moving again.
- There is likely to be a stop for about 10 minutes at about the half-way point.
The Team Leader, hopefully, will provide you with a mince pie and a warm drink.

At finish

- Hand back all equipment (bucket, tabard and GoodBox terminal)
- Bromley Rotary will count all the donations for the evening and let your organiser know the result, as soon as they can.
- Thank you for your help!

In the event of an incident / emergency



A first aid kit is in the back of the Sleigh.

If required, contact the Emergency Services, as appropriate.

Contact the organiser: Vic Hope 07753 619229

