

INTRODUCTION TO

Bolton HF Walking Club (Founded 1922)



We were very pleased to receive your enquiry about Our Walking Club. This introduction gives you some details about the Club and hopefully answers many of your questions.

General

The Club, which was established in 1922, has currently over 200 members, the majority living in the Bolton area. The Club's main aim is to foster enjoyment and appreciation of the countryside which we do principally through a regular and varied programme of walks sent out to members at two-monthly intervals.

Walks Programmes

The Club offers walks on Wednesday, Saturday and Sunday each week, all year round, with additional walks on Thursday evening and occasional longer/faster walks on Saturdays. The walks are of variable lengths.

There can be up to 5 Wednesday walks which are graded according to distance and difficulty:-

- No. 1 - Walk normally 10 plus miles, and starts at 10am
- No. 2 - Walk normally between 8 and 10 miles, and starts at 10.30am
- No. 3 - Walk normally between 6 and 8 miles, and starts at 10.30am
- No. 4 - Walk normally between 5 and 6 miles, and starts at 10.30am
- No. 5 - Walk normally around 3 miles but does not run every week. Starts at 10.30 and usually ends with lunch in a café
- Thursday evening walks run through the summer and are between 5/6 miles. and start at 7.00 p.m.
- Saturday walks start at 12.30 and are usually 6 to 8 miles.
- Saturday occasional faster/longer walks, 10.30a.m. start
- Sunday walks are usually 6-12miles with variable start times as shown on the programme

Walks are led by Club Members. Normally the walks are circular. Walkers find their own way to the starting point which is shown on the Walks Programme, but we encourage members who live near one another to share transport and costs, if possible.

Coach Trips and Social Events

Coach trips are organised on Wednesday in May, July, and October. Social events include an Annual Dinner, Christmas lunch, Ceilidh and a club holiday at an HF country house hotel.

New Members

Walkers are expected to be reasonably equipped and it is essential to have boots and a waterproof jacket and trousers, and, if appropriate, a packed lunch. Prospective members are welcome to try 2/3 walks before joining.

The Club's **Code of Conduct** is attached and your attention is particularly drawn to the Club's position on risk, liability and insurance.

New members are invited after 12 months to offer to lead a walk. Help and advice will be given.

Further Details

If you have any queries, please do not hesitate to contact me at the address below or email boltonhf@gmail.com.

WE LOOK FORWARD TO HEARING FROM YOU & HOPE YOU DECIDE TO JOIN US

Yours sincerely

Christina Wallwork, Membership Secretary,
1 MOOR PLATT CLOSE, HORWICH, BOLTON BL6 6QJ

Reviewed by the committee November, 2023.

Bolton HF Walking Club (Founded 1922) Membership Application Form



IMPORTANT

The club uses all reasonable endeavours to promote the safety and well-being of its Members on walks and other events, but it is a fundamental condition of the Membership and participation in Club activities that you walk and participate in events at your own risk. Full details of Members' obligations and the Club's Rules and Guidance are set out in 3 documents : Introduction Letter, Code of Conduct and Data Protection Statement. It is a condition of Membership that you read these documents thoroughly before making your application. To be eligible for Membership you must be 18 years of age or over. See **Code of Conduct** for rules governing participation on walks by non-members under the age of 18.

To: The Membership Secretary, Bolton HF Walking Club

I confirm having read the Welcome Letter, the Code of Conduct and the Data Protection Statement of the Bolton HF Walking Club, and hereby apply for Membership and agree to abide by the Club's Codes and understand that I participate in events and walks at my own risk with no liabilities to the Club, its Officers and its Walk Leaders.

Membership fees are currently (1st March to end Feb) £12 per year by email or add £6 for postal delivery payable on joining and thereafter on the 1st March annually.

- I enclose my cheque in favour of Bolton HF Walking Club
- I am paying by Bank Transfer (please reference by **Surname followed by Initials** as space is limited on bank transfers) to **sort code 01-04-35, account no 32630034.**

Please indicate method of payment by inserting a 'X' in the relevant box

How did you hear about us

Please note at certain times on a walk/event photographs may be taken and posted on the Club's Facebook page.

Please complete in BLOCK LETTERS			
Title	Surname	Middle Initial(s)	First Name
1st Line Address			
2nd Line Address			
Town			
Post Code			
Telephone		Mobile	
Email Address			
Signed		Dated	

Please return this form by email to boltonhf@gmail.com or your cheque (if appropriate) by post to: Mrs Christina Wallwork, 1 Moor Platt Close, Horwich, Bolton BL6 6QJ

BOLTON HF WALKING CLUB

CODE OF CONDUCT



THE CLUB PHILOSOPHY

The Club is a membership organization which exists to encourage the responsible enjoyment of the North West's wonderful countryside by walking in the company of fellow members with a shared love of the scenery and outdoors. It is entirely dependent on the voluntary efforts and participation of its Committee members, Walk Secretaries and Walk Leaders. It is not a commercial organization and is non-profit making.

WALKS AND WALK LEADERS

Walks shall not normally exceed a reasonable distance from the indication in the walks programme. Occasionally variations from the given distance may occur for a variety of reasons beyond the control of the Club and is at the discretion of the Walk Leader

Members are required to observe the guidance of the Walk Leader. The function of the Leader, without liability, is to maximize the enjoyment and well-being of the group. The Leader has ultimate discretion within this Code to make all key decisions affecting the walk, including modifying the route or terminating the walk in adverse weather or ground conditions. Names and phone numbers of the Walk Leaders and Walk Secretaries are given in the programme available to members only, and are not posted on social media or the website.

Walk Leaders are strongly recommended to carry the following emergency equipment: a compass, map of the planned route, whistle, torch, mobile phone, survival bag, first aid kit. It is particularly important that these items are available on any walks across difficult terrain, or at a distance from public roads.

Walk Leaders are encouraged to nominate a back marker who is advised to carry a map of the route and will be able to take over the walk, should this become necessary.

All walkers must be adequately prepared and equipped for the weather and ground conditions, carrying lots of liquids and a packed lunch when applicable. Walk Leaders have the right to refuse the participation of a member or guest if there are concerns about an individual's fitness, clothes or equipment.

If adverse weather conditions are forecast it is the responsibility of the walkers to contact the Leader to check if the walk is still on, prior to leaving home. The Leader will endeavor to go to the start point in case any walker arrives.

MEMBERS AND GUESTS

On joining the Club members are given a personal medical information form to complete which includes important contact details. Once completed the form should be kept in your rucksack on Club walks.

Members are encouraged to share car transport wherever possible, and if appropriate, share petrol costs

Minors (below the age of 18) are permitted to participate on the Club's walks at the pre-arranged discretion of the Walk Leader. It is also a condition that all such young persons are competent walkers and under the care of their accompanying member who is willing to accept personal responsibility for the safety and well-being of the minor(s) included in the party.

Members and guests are not allowed to bring dogs on walks. Subject to pre-arranged requests to the Walk Leaders, guide dogs may join the walk.

SAFETY

Walk Leaders are expected to have done a recce prior to leading the walk and at the beginning of each walk should mention to the group any potential hazards, difficult terrain etc. Leaders are reminded they should walk at the pace of the slowest walker and keep their group together. However this does not mean that they and the rest of the walkers should be constantly waiting for one or two members of the group to catch up.

In order not to spoil the enjoyment of the rest of the group, and for their own enjoyment, such slower walkers should undertake less onerous walks in the future. Each member is responsible for his/her own safety and for acting in a responsible manner to diminish the risk of accident or injury to themselves and other members of the party for the enjoyment of the group. He/she must keep with the party and follow the directions of the Leader. If any member chooses to break away from the group, then they will be deemed to have left the walk.

Whilst accidents, serious injury or other serious incidents are rare occurrences, should an accident occur on a walk, the whole party should stop whilst the Leader assesses the situation. If an injured member can walk or be assisted, two members should take the shortest return route (for which a map will be available). To minimize delay members holding mobile phones are requested to carry phones on walks. To get emergency assistance on a walk ring 999 or 112. 112 is a Europe-wide emergency number for which each individual has to text 'register' to 112 to activate the system. For non-emergency incidents dial 101. The 'WHAT 3 WORDS' App downloaded to a mobile phone will give the exact location of an incident to an emergency agency or other person.

The Club has a Public Liability Insurance Policy. This covers damage to other people's property such as farmers' walls, livestock etc. It does not cover personal accident, death, injury or loss of earnings which might be incurred by members.

The club has an excellent safety record but despite all reasonable precautions, occasionally accidents can and do occur. **Membership therefore is accepted on the condition that the member accepts he/she participates in the Club's walks and activities entirely at their own risk. This is a fundamental condition of membership.**

The Club conducts its walks taking all reasonable measures for the safety and well-being of its members but no responsibility or liability shall be accepted by the Club, its committee, its officers or its Walk Leaders for loss, injury, death or damage sustained by members or guests during walks or other club activities. It is important when crossing fields, particularly those with cows and calves, that walkers be vigilant. Do not go through herds, give them a wide berth. The Leader should ensure the group stays together and remain quiet, following the fence line where possible. An accident log book is kept and it is the responsibility of the Leader to ensure all incidents are reported to the General Secretary.

Approved November 2023.

BOLTON HF – DATA PROTECTION



The Club holds the following personal data about you :-

Name, address, landline and if supplied mobile telephone number, date of birth and email address which are provided by you on the application form for membership.

The information provided by Club Members either on their application form, or for walks programmes or social events and HF holidays will only be used by the Club for purposes in connection with running the Club. This includes communication with Club Members by post, telephone or email. It will never be disclosed to third parties for marketing purposes.

Your data may be provided to Committee Members or to club members but only when it is needed to facilitate the running of the Club and its various activities in order to provide the benefits of Club membership.

An abridged version of the programme is given to Walks Secretaries in order to prepare a walks programme, HF Holidays as necessary and HF website and Facebook

An abridged version of the Walks Programme, which does not contain any personal data is posted on the / The Walks Programme is printed by Type-It. The Privacy Policy (Customers) of Type-It may be found at <http://www.type-it.co.uk/wp-content/uploads/2012/02/Type-IT-Privacy-Policy.pdf>.

Please note, at certain times on a walk or during club activities photographs may be taken and posted on the club's Facebook page

The Membership Secretary receives your membership subscription no later than June each year but no bank details are kept by the Club. If payment is not received by June you are assumed to have resigned from the Club and your personal data will be destroyed.

The Club's website at <http://boltonhfwalking.org/> does not attach any cookies.

All or some of your personal data can be removed from Club records by making a written request to the Membership Secretary who acts as the Club's Data Controller. (However you will need to consider whether as a consequence you will be able to access Club activities.) Such requests will be acted upon within nine months.

The club meets the UK data protection principles, by collecting your details in a lawful, fair and transparent manner, keeping that information for as long as it may be necessary for the running of the club, but no longer, except for archiving purposes. Members can request to the membership secretary, at any time that their data be deleted. All data will be maintained accurately and securely on a computer database, memory stick or in written form in a locked cabinet

Reviewed by the committee September 2022