



## VOLUNTEER CONSENT

Freewheels Houston is pleased to welcome you to our bike workshop. We repair donated used bikes that will provide mobility for people who need transportation to work, school and other destinations. As with anything new, learning bike repair requires a commitment to spend the time to master new skills. Every time you come to Freewheels, you will become more productive. We hope this will make the experience more fulfilling for you and help us provide bikes to more people.

Volunteer's name (printed) \_\_\_\_\_

I agree to comply with the following statements:

1. Safety is the most important aspect of Freewheels Houston repair days. I will familiarize myself with the shop safety guidelines (see reverse of this form) and listen to safety briefings presented by senior volunteers.
2. I will follow instructions from senior volunteers.
3. I will work in a cooperative manner to achieve the goal of bringing bikes to safe, reliable operating condition.
4. If I have questions, I will discuss repair steps with a designated senior volunteer before starting.
5. I will use tools for their intended purposes.
6. Before leaving the shop, I will return tools to their proper location and clean my work area.

I understand that participation in volunteer activities involves risks. I agree to comply with all Freewheels Houston rules and procedures and follow the instructions of senior volunteers. I am voluntarily participating in Freewheels activities and I agree to accept all risks of participation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone number: \_\_\_\_\_ Age (if under 18 years old): \_\_\_\_\_

### CONSENT OF PARENT OR GUARDIAN

I grant permission for my son or daughter to participate in Freewheels Houston bike repair activities. I have explained to my son or daughter the importance of safety and the necessity to follow instructions. As his/her parent or guardian, I agree to accept all risks of his/her voluntary participation.

Parent or guardian's name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone number: \_\_\_\_\_

#### Freewheels Houston contact information:

Email: [info@freewheelshouston.org](mailto:info@freewheelshouston.org)

Phone: (281) 864-0725

# SHOP SAFETY GUIDELINES

Freewheels Houston is pleased to welcome you to our bike repair workshop. We repair donated used bikes that will provide mobility for people who need transportation to work, school and other destinations.

**Working safely is the most important aspect of Freewheels Houston repair days and the key to a productive shift.**

All volunteers are expected to follow the following rules to ensure a safe and enjoyable experience.

1. Give your full attention to safety briefings presented at the beginning of your shift.
2. The restrooms are located next door to Unit #204. (As you leave the shop, turn right.) The key is on a blue fob and it is kept on a hook on the pegboard in the mail shop area. Please return it when you return to the shop.
3. The First Aid Kit is located on the wall in the front workroom. Please advise a senior volunteer of any injuries.
4. If you have any questions about chemicals used in the shop, ask a senior volunteer or consult Material Safety Data Sheets (MSDS) in a binder in the front workroom of Unit 204 or online at <https://www.msdsonline.com>.
5. The fire extinguisher is located on the wall next to the door from the warehouse to the workrooms.
6. Wearing gloves and protective eyewear is recommended.
7. Beware of slippery floors and tripping hazards. Please clean up spills immediately.
8. Bikes can be heavy and unwieldy. Please take care when mounting on a work stand. (A senior volunteer will demonstrate the proper way to mount a bike.)
9. Use tools for their intended purposes. If you don't know how to use a tool, ask for help.
10. Two adults must be present when volunteers under 18 years old are participating in Freewheels activities.
11. Ten minutes before the end of your shift, please return tools to their proper location and clean your work area. Plan your time to ensure this step is completed before the gate at the Jessamine Service Center closes automatically at 7 p.m. during Daylight Standard Time (November-March) and 8 p.m. during Daylight Savings Time (March November).

Our goal is to bring bikes to safe, reliable operating condition. If you have questions, please discuss repair steps or other issues with a senior volunteer. Please follow instructions from senior volunteers.