

Manning Valley & Area Community Transport Group

NEWSLETTER March 2015

Welcome to our Newsletter.

We would like to take this opportunity to welcome all our new volunteers and staff. And a big thank you to all our Volunteers for your continuing support of the organisation.

What's been happening over the last few months

Christmas has come and gone so quick that we are already through the first quarter of our reporting for this year. Where has the time gone!

Last year, all volunteers were informed of the changes happening with our 'forms' for compliance. We are happy to inform you, we passed our external Audit with flying colours. A big thank you to our Volunteers for returning all those forms.

One of the suggestions from the Auditors, is to make sure all volunteers comply with legislation requirement including supplying the office with copies of their RMS driving record, Working With Children Check, Current Police checks in places, as well as the full medical.

So again, we are contacting everyone, to help us comply with this. Unfortunately if we don't have this information, we will have to stand drivers down until, it is all on file, We don't like to do this but we don't have a choice. Soooo please, return all forms.

Service User Surveys

In 2014 we surveyed 250 service users. 180 surveys were returned. Attached to this newsletter are the results of the surveys.

We now need to ask you a few questions as well, so we have enclosed a volunteer survey for you to complete. This survey like the service user survey is anonymous.

Training Days

Training days are already happening at the Forster Office, First Aid happened on the 25 Feb, with further sessions booked for the 2nd July, 4th Aug, and 4 Sept

The Driver theory day this year was on the 3rd March with practical driver assessments happening between 3rd March and the 17th March.

Drivers are required to undergo a driver assessment every 4 years for car only drivers, 2 years if you drive buses only or bus and cars, and annually if you are 70 or turning 70 during the year.

Please contact Lessley at the Forster office if you would like to book in for any future training

Vehicle Log Sheets.

When filling out the logs sheets in the vehicles, could you please write your full name (again audit requirements).

We have had a few issues lately regarding groups being charged for extra km's as the staff are not being told, drivers had gone home during breaks. There is nothing wrong with this, as long as it is recorded on the log sheet, so we don't charge the groups for these additional kms.

Long Trips

Sometimes on trips to Newcastle and Port Macquarie we have people who need to stop for a toilet break and/or have something to eat. It is ok to do this, we don't want people staying or getting ill. Heatherbrae is a good spot or 'The Rock' if you are going to or have been to Newcastle.

Beware of your SPEED

Please Please Please, watch your speed. A safe trip is a good trip. Remember your passenger is already nervous about travelling with you and they don't know you or your driving ability. Stick to the rules and drive to the conditions. Everyone will be happy then.

Photo's

We are often asked what happens to all the pics taken at training days and Christmas parties? Each year we make a power point presentation to show at the Christmas Party but due to technical problems (and user error) it was not shown last year. So we have included a few pics to show you. Hope you enjoy, and yes, this is why one of the forms is the publicity consent form.

2015 Volunteer Christmas Party

This year the Christmas party will be on the 26th November. Put this date in your Calendar now ! Theme will be 'Flappers and Gangsters' Plenty of time to get your costume organised. More information as the time gets closer.