



# Communicare in Southampton

*...helping neighbours in need*

Southampton Voluntary Services, Kingsland Square

St. Mary's, Southampton, SO14 1NW

☎ 023 8021 6016

✉ [referral@communicareinsouthampton.org.uk](mailto:referral@communicareinsouthampton.org.uk)

## Permission for a Communicare Volunteer to hold a key on behalf of a client

I \_\_\_\_\_ give permission for my Communicare Volunteer \_\_\_\_\_ to hold keys on my behalf and to use them to access my home if I am unable to open the door myself.

My volunteer can only use my keys if they have good reason to believe I am present.

I understand that Communicare is not a 24 hour response service and that I should have alternative arrangements in place for emergency access if my volunteer is not available.

I will inform Communicare on **023 8021 6016** or by writing to the address at the top of the page if I want to withdraw this permission.

**Client signature** \_\_\_\_\_ **Date:**

If signed on behalf of client relationship to client \_\_\_\_\_

## Communicare Volunteer

In accepting these keys I agree to take all reasonable care to keep them safe and only use when necessary with the knowledge of my client. I will only enter the property if I have good grounds for believing my client will be present. I will return the keys to the client or to Communicare if I end my volunteering role. I understand that I must obtain separate permission and discuss with Communicare before entering the property if I know my client is not present.

Volunteer signature \_\_\_\_\_

Date: