



# CHESS Homeless Sleep Out Information Sheet

Thank you for taking part in this year's sleep out. The money that you raise will go towards supporting even more single homeless adults in Chelmsford & Essex.

## On the night!

It is important that we have a signed copy of your medical form so please ensure you complete this (copy attached) and bring it with you on the night along with your registration email if you registered online. If you have gained sponsorship via a sponsor form, then please also bring this for stamping and certifying on the following morning.

On arrival please make your way to Chapter House which is to the rear of the Cathedral on Legg Street to register yourself and collect your night-out ticket. The registration desk will open from 7.30pm and close around 9.30pm.

If you haven't pre-registered in advance, then please ensure you register on arrival which is required for Health & Safety reasons.

It is vital that you bring a survival sleeping bag or plastic sheeting that goes both under and over you, a thick sleeping bag or blankets, and pillows etc. if you require these. We suggest you may find a sleeping mat or cardboard handy to even out the rough ground.

**We will have survival bags for sale on the evening, however you can purchase these online or in most out-door retail shops.**

## What not to bring

Tents, Footballs, Media devices, Alcohol, Any valuables

## What to wear

Warm clothing and waterproofs, layering of clothing is the best option. Whilst our Winters are relatively mild, we do have to bear in mind that in previous years we have had snow and ice. You may also need footwear suitable for coping with these conditions.

We have never yet had anyone with hypothermia but you can find out more: [www.nhs.uk/Conditions/Hypothermia/Pages/Introduction.aspx](http://www.nhs.uk/Conditions/Hypothermia/Pages/Introduction.aspx). Our staff are trained to spot early signs and take appropriate action.

## What happens on the evening?

We sleep in the Cathedral grounds from 10pm onwards. There will be two people on patrol at all times to provide security to ensure the safety of those sleeping out. Only the north-west entrance to the Cathedral grounds will be open. The grounds have been loaned to us by the Cathedral for the occasion and should be treated with respect at all times.

First Aiders will be on duty throughout. Please tell us about any pre-existing health issues that may affect you during the night or which our staff should know about in order to ensure your health and safety.

Toilets and hot drinks will be available through the night within Chapter House.

## Car Parking

There is no facility for parking within the grounds of the Cathedral and the nearest Pay and Display Car Park is down Waterloo Lane opposite the Cathedral. Parking is free after midnight in this car park.

## Refreshments and Food

We will be providing some hot food including a vegetarian dish for a suggested donation on £3. Hot drinks will be available on arrival also.

## Raffle

Once again we will be holding a raffle and various items have been donated so do bring a small amount of money with you.

## What happens in the morning?

From 7am onwards we will serve you with a bacon roll and hot drink prior to you heading off home. Make sure you get your sponsorship form(s) stamped by a CHES official.

Please remove any cardboard boxes, etc, that you brought with you and ensure that you take all of your belongings. CHES will not be held responsible for any lost items.

## Getting Sponsorship

CHES makes a huge difference to homeless single adults thanks to the money that is raised from this event. In fact every penny goes towards changing lives for the better. To give you an idea of how your funds can help:

- **£5 a month** could go towards hot meals and drinks
- **£10 a month** could go towards welfare and counselling to help individuals move on positively
- **£20 a month** could help towards a bed for one night at our shelter

Download our sponsorship form from the website [www.chesshomeless.org/sleepout](http://www.chesshomeless.org/sleepout) or set up your own sponsorship page via [www.wonderful.org/charity/chesshomeless](http://www.wonderful.org/charity/chesshomeless) and we will receive all of your money directly from there.

### **Gift Aid – makes a huge difference to your sponsorship!**

For every £1 people sponsor you for, we can claim an extra 25p back from the government, providing individuals give their full name, address and postcode. Individuals must be a UK tax payer for us to claim back the Gift Aid.

### **Payment by post – by 31<sup>st</sup> January 2020**

Following the event we ask that you send in your Sponsorship Form (unless you have set up your own online giving page) and cheque/s via post made payable to Chelmsford Chess. Alternatively, if you would prefer to pay your money in via bank transfer then please contact the Fundraising Department on 01245 281104.

**Please do not send cash via the post.**

Please send your form with a covering letter stating your details to:

CHESS Homeless  
200 New London Road  
Chelmsford  
Essex CM2 9AB

Whichever way you choose, we will send out a thank you to you over email or in the post. But if you'd prefer not to receive one, let us know and we'll save our stamps for next time.

**Thank you for your support at this year's Sleep Out**

