Food For Families. Thanks to you.

Help fill a box and give back.

foodforfamilies.org.au

Health and Safety

Pack boxes with care

- Pack boxes with a combination of light and heavy items, so they don't get too heavy.

- Distribute weight evenly in the box.

- Make sure boxes are not overfilled, so they can be properly closed and sealed.

- Boxes that feel heavy must be labeled, or even better unpacked and redistributed.

- Do this by folding the edges of each side of the lid backwards, and then insert the tips at each end into the provided slots by folding forward.

Plan lifting before you start

- Keep loading zones organised, clear all obstructions and hazards.

- Reduce carrying distances where possible.

- Use trolleys to move boxes.

- Lift by the rules and be a good role model.

- Only lift to your capacity or ask for help.

- Get close to the side of the box.

- Keep your bag straight, Bend your knees slightly, grip box firmly and lift.

Box collection

- Ensure boxes are stored at a collection point near a main entry, with clear access and available space as close to vehicle parking as possible.

- Park cars and vans on a flat surface for loading and unloading.

- Provide trolleys - support volunteers or drivers to collect boxes quickly and safely.

House keeping

- An organised, clean, clear site is a safe site.

- Mark safe pathways and zones with tape.

- Organise dedicated, efficient areas for drop-off, sorting and storing.

- If things get messy, stop and re-organise.

REGISTERED CHARITY
acnc.gov.au/charityregister

Uniting is the community services organisation of the Uniting Church in Victoria and Tasmania.

Uniting