
Policy Introduction

This document sets out the company's approach to the wellbeing of the staff, students and volunteers, and the continued viability of the company.

Throughout this document, actions and responsibilities are referred to by position within the company. The following list provides the names of the current positions and names.

Directory of Named Officers

Chief Executive	Viv Colvill
	Founder & Fundraiser
	Approved Cheque Signatory
Chair of Trustees	Pip Steers
General Manager	Katie Gentry
	Approved Cheque Signatory
Administrator (Finance)	Karen Nicholas
	Approved Cheque Signatory
Marketing Manager	Position vacant
Data Manager	Brett Hargraves
Health and Safety Co-ordinator	Pete Higson
Assistant H&S Co-ordinator	Brett Hargraves
Designated Safeguarding Officer	Katie Gentry
	(T) 07599 077 044
	(e) katie@freewheelerstheatre.co.uk
Deputy DSO	Viv Colvill
	(T) 07790 348 410
	(e) viv@freewheelerstheatre.co.uk
Safeguarding Committee	Karl Newman (Trustee) Lead
	(T) 01483 519 279
	(e) karl.newman@surreycc.gov.uk
	Pip Steers (Trustee)
	Viv Colvill (Trustee)
Fire Wardens	Peter Higson
	Jacqui Everington

Assistant Fire Wardens	Jay Bristow Brandon McGuire Chris Haydon Caroline Waters
First Aiders	Peter Higson Ashley Mills Jay Bristow
Authorised to Conduct Inductions	Katie Gentry Jacqui Everington Peter Higson Julie Shettle
Treasurer	Peter Hart
Deputy Treasurer	Bob Colvill Approved Cheque Signatory
Bridge Centre Manager	Tracy Bruton SCC
Workshop delivery	Brandon McGuire Andrea Atkinson Chris Haydon Jacqui Everington Jay Bristow Pete Higson Matt Seaby Tom Gray
Performance Co-ordinator	Pete Higson
Marketing Manager	Position vacant
Keyholders	Chris Haydon Brandon McGuire Jacqui Everington Viv Colvill

Last updated Oct 2019
