

# Sharpham House & Woodland booking form

Thank you for choosing to come on retreat at Sharpham.

Before you do, it's essential that you complete this confidential booking form before you get here. That way we can best accommodate any allergy, dietary or health-related needs you may have. The Trust also needs this information for insurance purposes.

This form should take you about 5 minutes. It needs to be done all at once, you can't save your answers and continue at a later date.

IF YOU DON'T COMPLETE THE BOOKING FORM AT LEAST ONE WEEK BEFORE YOUR RETREAT, YOU MAY NOT BE ABLE TO ATTEND. If for any reason you cannot complete the form please get in touch.

A member of staff may get in touch before your retreat to clarify any information. All information will be held in confidence.

If you've got any queries, email our Programme Administrator on [bookings@sharphamtrust.org](mailto:bookings@sharphamtrust.org) or call 01803 732542.

BY FILLING IN THIS FORM, YOU CONSENT TO US PROCESSING YOUR PERSONAL DATA AS PART OF OUR DELIVERY OF RETREATS.

Read more about our Privacy Policy and your data here:  
[www.sharphamtrust.org/about-us/the-trust/data-policy](http://www.sharphamtrust.org/about-us/the-trust/data-policy)

**\*Required**

## 1. Email address \*

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## You & your booking

We're collecting this information so we can best accommodate and communicate with you.

## 2. Please confirm that you are the participant coming on retreat, and that you are not filling in this form on behalf of anyone else. \*

*Tick all that apply.*

☐ I am the participant who is coming on retreat and the answers below are mine

3. **Your retreat - choose from drop-down menu \***

Mark only one oval.

- ☐ Sharpham House: Mindfulness for Beginners
- ☐ Sharpham House: Sustaining Ourselves - Breaking Free From Burnout
- ☐ Sharpham House: Taking Mindfulness Deeper
- ☐ Sharpham House: Mindfulness & Yoga
- ☐ Sharpham House: Mindfulness & Walking
- ☐ Sharpham House: Find Your Peace - a 5-night silent retreat
- ☐ Sharpham House: Nourishing the Heart, a self-compassion retreat - 5 nights
- ☐ Sharpham House: Spring Retreat - 5-nights
- ☐ Sharpham House: Summer Embrace - a 5-night retreat
- ☐ Sharpham House: Autumn Retreat - 5-nights
- ☐ Sharpham House: Creating Space - Mindfulness for Women
- ☐ Sharpham House: Mindfulness through singing - Song, Sound, Silence
- ☐ Sharpham House: Christmas retreat
- ☐ Sharpham House: New Year retreat
- ☐ Woodland retreat: Nature Connection - 3 nights
- ☐ Woodland retreat: Deepening Connection with nature - 5 nights
- ☐ Woodland retreat: Nature Connection retreats for women - 3 nights
- ☐ Woodland retreat: Deepening Connection with nature for women - 5 nights
- ☐ Woodland retreat: Foraging & Connecting to Plants - 3 nights
- ☐ Woodland retreat: Canoeing - Stillness & Flow - 3 nights

4. **Your retreat's start date \***

Example: 15 December 2012

5. **First name \***

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6. **Last name \***

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7. **Age bracket \***

Mark only one oval.

- ☐ 18 - 24
- ☐ 25 - 34
- ☐ 35 - 44
- ☐ 45 - 54
- ☐ 55 - 64
- ☐ 65 - 74
- ☐ 75+

8. **Gender \***

*Tick all that apply.*

- ☐ Female
- ☐ Male
- ☐ Other: \_\_\_\_\_

9. **Postcode \***

\_\_\_\_\_

10. **Phone number \***

\_\_\_\_\_

11. **Your field of work \***

*Tick all that apply.*

- ☐ Teaching, students & education
- ☐ Care, health & medical
- ☐ Mental health & addiction
- ☐ Retired
- ☐ Social work, youth work, diversity, equality
- ☐ Public sector & charities
- ☐ Environmental, land, gardening & farming
- ☐ Mindfulness, therapeutic & holistic
- ☐ IT & tech
- ☐ Media, arts, creative industries
- ☐ Other: \_\_\_\_\_

12. **How did you hear about our retreats? Tick all that apply. \***

*Tick all that apply.*

- ☐ Word of mouth
- ☐ I searched online
- ☐ I saw a post/advert on social media
- ☐ Through Sharpham Trust printed material
- ☐ From a mindfulness teacher or organisation
- ☐ Via a Sharpham Trust e-newsletter
- ☐ Through national or local news/features or advertising (either in print or online)
- ☐ Other: \_\_\_\_\_

## Your mindfulness experience

We want to find out your experience of mindfulness so we can cater for your needs properly.

It also helps us a lot to find out what has drawn you to choose a retreat at Sharpham.

**13. What's your experience of meditation and mindfulness? \***

*Tick all that apply.*

- ☐ I've never meditated before
- ☐ I've had some experience of meditation
- ☐ I've had a lot of experience of meditation
- ☐ Other: \_\_\_\_\_

**14. Have you been on a Sharpham retreat/course before? Tick all that apply. \***

*Tick all that apply.*

- ☐ I've been on retreat at The Barn
- ☐ I've been on retreat in Sharpham House
- ☐ I've been on retreat in Sharpham Woodland
- ☐ I've attended Sharpham's 1-day Introduction to Mindfulness course
- ☐ I've attended Sharpham's 8-week Mindfulness course
- ☐ I've never been to Sharpham before

**15. Tell us briefly what's drawn you to this retreat: \***

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**Your health needs**

Let us know more about your health needs in order to make sure you have the appropriate care while on retreat with us.

This information will remain confidential.

**16. Name and phone number of someone we can contact in an emergency \***

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**17. Name and contact number of your doctor \***

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18. Details of prescribed medicine, if applicable \*

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19. Please tell us if you have a food ALLERGY, ticking any that apply from this list below. NB: The Trust's kitchens are not allergen-free. \*

*Tick all that apply.*

- ☐ No special allergy requirements
- ☐ Celery, including sticks, leaves, spice, seeds, salt & celeriac
- ☐ Cereals with gluten, including wheat, rye, barley and oats
- ☐ Eggs
- ☐ Lupin
- ☐ Cow's milk
- ☐ Mustard, including leaves, seeds, flowers, sprouts, spread & oil
- ☐ Tree nuts, including almonds, hazelnuts, walnuts, brazil nuts, cashews, pecans, pistachios & macadamia nuts
- ☐ Peanuts
- ☐ Sesame seeds and oil
- ☐ Soybeans, including soya flour, soy sauce, soya oil, soya lecithin, soya concentrate, isolated soya protein
- ☐ Sulphur dioxide and sulphites— including dried fruits such as raisins and prunes

20. If you have a food INTOLERANCE or dietary requirement, tell us by picking any that apply from this list below. NB: The Trust operates vegetarian kitchens offering a healthy, balanced diet that includes eggs and dairy products. Our kitchens are not allergen-free. \*

*Tick all that apply.*

- ☐ No special dietary requirements
- ☐ Vegan
- ☐ Dairy-free
- ☐ Diabetic
- ☐ Wheat/gluten-free
- ☐ Coeliac
- ☐ A simple diet of gluten-free whole grain, steamed vegetables and plain pulses, egg or tofu. This diet is intended to meet nutritional needs whilst being as plain as possible.

21. Do you have any physical health issues that may make it difficult for you to participate fully? Please indicate if you have any mobility/medical needs so an appropriate room can be allocated for you. We have an accessible bedroom which needs to be booked separately with our Programme Administrator on 01803 732542 or [bookings@sharphamtrust.org](mailto:bookings@sharphamtrust.org) \*

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22. Have you had any recent disturbing life events which may make the retreat difficult for you? \*

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23. Are you dependent on alcohol or non-prescribed drugs? \*

*Tick all that apply.*

- ☐ Yes (please tell us which substance in the Other field below)
- ☐ No
- ☐ Other: \_\_\_\_\_

24. Have you been diagnosed with a mental health issue? \*

*Mark only one oval.*

- ☐ Yes *Skip to question 24.*
- ☐ No *Stop filling out this form.*

*Stop filling out this form.*

## Your mental health

According to UK best practice guidelines, meditation might not be suitable if you are experiencing major stress, anxiety, depression or other clinically-diagnosed psychiatric illness such as bipolar disorder, psychosis or current self-harming.

This is because it can be just too difficult to concentrate and thoughts and feelings can quickly start to feel overwhelming. In some cases, meditation can make matters worse.

For these reasons the following questions are designed to make sure that a course or retreat is right for you at this time. In some cases, we may phone you for a brief chat to check to see how things are with you. If you want to get in touch with us, phone Programme Manager Ben Ballard to discuss your needs on 01803 731801 or email him on [programme@sharphamtrust.org](mailto:programme@sharphamtrust.org)

25. Have you had any recent experience of depression/anxiety or other psychiatric illness such as bipolar disorder, psychosis or borderline personality disorder/personality disorder? If yes, please give details. \*

*Mark only one oval.*

- ☐ Yes (please give details below)
- ☐ No

26. Details of mental health challenges: \*

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27. Have you attempted suicide in the last two years? \*

Mark only one oval.

- ☐ Yes
- ☐ No

28. Are you supported by a mental health care practitioner, counsellor or psychotherapist? \*

Mark only one oval.

- ☐ Yes
- ☐ No

29. If yes, can you confirm that you have spoken to a mental health care practitioner to help you decide if a mindfulness retreat is right for you at this time? \*

Mark only one oval.

- ☐ Yes
- ☐ No
- ☐ N/A

☐ Send me a copy of my responses.

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