

Subject: Radio Heatherwood Presenters Newsletters
From: "Secretary" <Secretary@radioheatherwood >
Date: 13/07/2002, 15:24
To: Radio Staff



The Radio Heatherwood staff newsletters took many styles and methods of production during its publications.

We have recreated an issue distributed by email to radio staff and also posted on the staff noticeboard.

This newsletter originally published as above date.

The only changes made to these emails have been the removal of personal phone numbers and email addresses.

Background Story to Email:-

News Etc 13.07.2002

PJ Davidson-Smith Former Secretary

Subject: News Etc 13.07.2002
From: "Secretary" <Secretary@radioheatherwood >
Date: 13/07/2002, 15:24
To: Radio Staff

Hi Guys & Girls

Some news for you

New Recruit

The station will welcome Barry Moor to Saturdays from next week. Barry has a keen interest in Rock , Folk Jazz and Country, enjoys tennis walking, swimming and other pastimes that make me look lazy. Barry is not on the email but hopes to be in the future.

Barry got his leaflet from the Sainsbury's at Birch Hill.

Don't forget, if there is somewhere you know which could benefit from our leaflets being on show, take some from the studio.

CD/Record Care

A reminder to you all. If you come across damaged cd's etc write the details on the playlist and also leave a note in Dave's tray. Putting a note in the cd/record is not sufficient

League Gift To Hospital

On the 1st July the league was due to approve gifts of £12,000 to the hospital. Unfortunately the hospital rep has been off sick for some time and no one else can take over.

This has a knock on effect for us because it means we don't have any info coming our way with regard to the new bedhead system under patient power. We have talked to a couple of contacts in the works dept but they have heard nothing.

We just have to wait and see.

24 Hour Service

Next Saturday we are due to visit Redhill in the evening. The request for funds to Sunninghill Fuel Allotment Trust is due to be considered on 31st of this month.

Loan Radio's on the Wards

I would like to remind us all about the importance of the radio's being on the wards. Every radio that is left in the box in the studio or that is left in the boxes by the nurses stations on wards 3 & 10 for example are listeners which have been lost.

I am concerned to find radio's which have been repaired still in the box the following week. I know it's difficult to administer during the week but one presenter a night should be allocated the task to ensure that all radio's are in the lockers not back at the studio or behind the nurses station. (Back on the right wards)

For your info

Ward 10 today box of about twenty radio's in the cupboard under the sink (red box and biscuit tin). What I have done is take away the one's from other wards and also the faulty one's. Still in there is 4 radio's new type no batteries and 4 radio's old style complete with new batteries. plus some spare batteries. This is so we can ensure ward ten continues to use the service. If you need to find a radio look here first.

Ward 3

Apparently there is a box there behind the nurses station which I didn't get time to check.

Ward 8

I returned five radio's to this ward.

The perception of patients on the wards without radio's is, there is no radio at Heatherwood.

The health council and local concerns are conducting surveys at the moment about peoples stay in Heatherwood. What we need to be doing is ensuring at all times we have a presence on the wards and that we are trying to ensure access to the loan radio.

As and when patient power is implemented at Heatherwood we want to ensure that Radio Heatherwood will be a part of this and that the nursing staff will fight in our corner when it comes to saying is it worth the hospital to provide such large premises and we are worth the support.

Radio's First, Requests Second, Show Prep Third,

I don't know about you but when I'm doing a show it's nice to know that we have offered the chance to increase the listeners. Who wants to do a show to an audience of None ?

Loan radio service can be a thorn in our side but it's the only option for us at the moment and just think of what the hospital would be like, if we suddenly stopped supporting it ?

Look at the smiles on the people's faces when you find them a radio or they hear their request!!!!

Web Site

Photo's and content for the web site, still thin on the ground in certain quarters. Don't forget you can have a page off your team nights page if you wish (Matthew's taken the lead on this one) How about it. Feedback from your ward rounds etc must be loads of stories there for content ?

Day to Day Tasks

Every task which is in place at the studio is there for a purpose. It may not be apparent to you but it's only a requirement because of past history and legal requirements.

Some items being relaxed recently playlists not filled out, transmission times not filled in, studio times not filled in, station log not completed. Curtains left drawn people can see in. and so on and so on.

As a general reminder for all those who have been busy and have forgot. Our image to outside sponsors and the radio authority demands we follow some guidelines please please don't relax the daily tasks. As a reminder on the wall by the reception computer is a pink reminder list on the wall which has always been there.

If you wish further guidance on any subject use the opps manual or pop in on a Saturday and we'll help you complete the daily tasks.

And Finally

Radio Heatherwood as a station, is at a major crossroads in it's development. The two major developments of Patient power by the hospital and our push towards funding for the 24 hour will see a whole new station develop. I would hope that we all move towards this future with open eye's and continue to maintain a quality service wherever possible.

By the way thanks to everyone for chipping in to do extra nights during the holiday period.

See You All Soon

Regards

Keep on Rockin !

PJ

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