



## How We Create The Magic Round Here...

### ...An Agreement for Backpackers and WWOOFers.

Welcome to Synchronicity Farm, an idyllic demonstration Permaculture Farm set on 33 acres along the Orara River 20km west of Coffs Harbour. We passionately run a social enterprise that has a vision to “Inspire conscious food choices embracing Social, Environmental and Health benefits of eating artisan, seasonal, local food”. Our mission is to “Design, build and operate an immersive food experience genuinely connecting people to real food values”

The goal of sharing this information with you is to provide a clear understanding of the way we work to integrate you into the daily life of our farm and provide a memorable and enjoyable experience every day you choose to stay with us.

It is very important that you take the time to read and completely agree with the terms of this agreement to make sure that we can accept you onto our farm. We have developed this agreement based on lots of experience in having WWOOFers at our farm and making sure that only people who can support this arrangement arrive on site.

#### 1. Our Commitment to You

When you stay with us, you become part of our family and enjoy experiential hands-on learning, exceptional food and comfortable accommodation, genuine friendship with an authentic farming family in a safe, caring and nurturing environment. We are absolutely committed to making your stay a successful one. We are also able to sign your VISA Extension forms based on the completion of the required hours of work.

## **2. Your Commitment to Synchronicity Farm**

Review the WWOOFers Handbook in detail as well as this agreement which will provide a good understanding of how we “Create the Magic” on our farm. Before we accept you onto our farm, we will ask you to sign this guide as acceptance and agreement and we expect you to uphold these standards at all times.

## **3. Synchronicity Farm Registration – On Arrival**

- a. Photo Identification is to be presented and a copy will be taken for our records
- b. Read and Sign the Synchronicity Farm Backpackers and WWOOFers Agreement
- c. Discuss and agree the length of the initial ‘trial’ stay (2-10 days)

## **4. Length of Stay - Ongoing**

- a. Extended stays can be negotiated after our first (7 Days) together
- b. Short Term = 1-4 Weeks
- c. Medium Term = 5-12 Weeks
- d. Long Term = 13-26 Weeks

## **5. Daily Schedule**

When WWOOFing at Synchronicity Farm, this will include 6 hours of work per day .

Due to the hot summers we experience here on the farm, the following schedule is followed by our WWOOFers to minimise the time working during the hottest part of the day. (In winter we alter these times to suit)

### **Monday to Friday**

6:00am - 7:00am	Breakfast
7:00am - 10:00am	WWOOFing
10:00am - 10:30am	Morning Tea
10:30am - 1:30pm	WWOOFing
1:30pm - 2:30pm	Lunch
6:30pm – 8:00pm	Dinner
<b>Weekends</b>	Free Time

### **Notes:**

- If it is raining during Monday – Friday, either indoor work can be allocated or you may elect to take the day off and substitute a work day on the weekend.
- If for some reason you are unwell or unable to work on a particular day, the hours not worked will be substituted later in the day or over the weekend.

## **6. Involvement with Children**

We have 3 children in our family. (Jasper 10, Akira 5, Coco 2)

Our kids are friendly and will easily become friends with the WWOOFers that stay with us. The most successful WWOOFers on our farm do take time to play with the kids and enjoy these special interactions each day which are satisfying. Being part of our family does involve being a fun loving person who enjoys the sometimes ‘full on’ nature of having 3 active kids in the house. Please make sure that you are comfortable with being part of a family where the kids are a major focus each day.

## **7. Food and Cooking**

As part of our commitment to you we will provide food for 3 meals per day. (Breakfast, Lunch and Dinner). We are very passionate about food and this means that we do our best to make each meal interesting, nutritional and delicious. We like to cook food from all different cultures and we welcome your involvement in this creativity. Our goal is to cook and enjoy as much as possible, the food grown on this farm or sourced from local suppliers.

### **Notes:**

- Being part of our family as a WWOOFer means getting involved in the preparation of food, setting the table for the meal and helping to clean up afterwards. We all get involved together to share this part of daily life.
- If you have special dietary requirements, you must let us know this in advance before we accept you onto the farm. If you require special food (such as gluten free products) or for items that you want specifically (such as rice milk, chocolate or coffee beans) you will need to provide the funds in advance to pay for these unique items yourself and we will provide change and a receipt to you)

## **8. Alcohol**

We do enjoy having a casual drink from time to time and therefore we accept that you may also wish to drink alcohol. Our policy on this is that you will need to purchase your own alcohol for drinking. We also will not accept underage drinking at any time. Please know your limits and do not drink to excess on our farm. If it is found that your drinking affects your ability to work effectively, this will be deemed unacceptable and may result in the termination of your WWOOFing experience with us.

## **9. Projects to get involved in.**

We like the WWOOFers that stay with us to be passionate about their work and we know that when you are interested in something, you are more likely to do a great job, add your creativity and passion and show pride in your work. Because there is such a diverse range of projects happening simultaneously, there is always something different to get involved in which keeps every day interesting.

If you do have a particular interest, we are certainly interested to know this and where possible we will try to accommodate more focus in your areas of interest if we can. Also, if you want to learn more about a particular topic, we are more than willing to share additional more detailed knowledge to expand your understanding as required.

### **Examples Include (but are not limited to):**

**Gardening** – Seeding, Seasonal Planting, Weeding, Mulching, Pruning, Harvesting.

**Animal Care** - Chickens, Turkeys, Ducks, Guinea Fowl, Silkie, Sheep

**Food** – Preservation, Storage, Packaging, Weighing, Labelling, Preparation for sale

**Farming** – Fencing, Mowing, Brushcutting, Clearing & Cleaning, Composting

**Cooking** – Shared Responsibility - Meals, Cleaning, Food Enjoyment

**Shop** – Setup, Dusting, Gurney, Recycling, Stocktake

**Construction** – Building, Fencing, Painting, Design

## **10. Daily Check-Ins and Feedback**

Every day we will discuss the ‘wins and challenges’ faced together. The goal of these ‘Check-ins’ is to make sure that you are happy with your experience here, discuss suggested enhancements and also for us to provide feedback on how you performed. Through this process we hope that together we can operate as a team with a common goal of continuous improvement.

Note – If at these check-ins it is found that we cannot continue to work together for reasons that we will discuss with you, we will provide and discuss clear written feedback to you and then provide an opportunity over the following 7 days to change the specific behaviour.

If you are not able to make the recommended change we will then ask you to make alternative arrangements to move off the farm within 3 days. We will assist you with transport to return to Coffs Harbour (if you do not have your own transport)

## **11. Communication**

We believe in open communication at all times on the farm and we require you to be 100% honest at all times about how you feel and what you are thinking. We value your ideas, observations and experience and we like you to share your thoughts with us. We have found that only through clear communication can we both remain completely happy.

If you do not completely understand something that we have said or the specific expectation for a job, we expect you to ask for more explanation before you start. We are very willing to go over instructions as many times as you require. If you are not sure about something that we have asked, please ask us to make it clear for you.

## **12. Language & Tone**

We will always speak to you with a respectful tone and we will never raise our voice when we speak to you. We appreciate that English may not be your first language and therefore we will, where possible seek to translate or speak slowly if that helps you to understand what is being said. We value diversity and so if you would like to speak your native tongue in our home, we welcome you to feel comfortable speaking your own language. We are also interested in learning other languages so if you are willing to teach us about your language, we are very open to this learning opportunity.

## **13. Respect of others**

On this farm we respect other people’s rights, and expect you to do the same. We have a feeling of deep admiration for you and the journey you are on. We will show mutual respect for each others abilities, qualities and achievements. This also extends to respecting people for their differences and valuing diversity. We believe that respect allows us both to experience a positive feeling of self esteem at all times and wherever possible to be helpful, kind, thoughtful and loving.

## **14. Social Media**

We welcome your involvement in our Facebook page at <https://www.facebook.com/SynchronicityFarm> and actively encourage you to post photos and your thoughts and feedback directly to this page. Please do not post offensive information, images or posts that may not be acceptable for a wide audience. We encourage you to share images and posts with your own networks and encourage others to learn about what we are doing here.

## **15. Water**

As we are on tank water collected from the rain, this is a limited resource and as such we must all be careful not to waste water wherever possible.

### **a. Drinking**

Our water is the freshest filtered rainwater you can find and it is very good for drinking

### **b. Showers/Bath**

You are welcome to have a shower or a bath each day. If you are in the shower, please be mindful of the time that you are in there. (We regard a normal shower as 5-7 minutes). If possible while washing long hair, we ask that you pause the water flow)

### **c. Septic system**

As our toilet is a septic system (which means that all waste goes out into trenches under the ground, it is very important to ensure that no strong chemicals such as bleach or detergent should be placed in the sinks or shower.)

## **16. Towels**

It is preferred that you bring and use your own body and face towels however if required we can provide these to you for use while you are staying with us. Please do not take our towels to the beach or off the property.

## **17. Clothes Washing**

You are welcome to use our clothes washing machine to wash your clothes. Please ensure that you learn how to use the machine correctly. It is very important that only septic safe washing detergent is used and this can be purchased from the local supermarket.

## **18. Sleeping Options**

**Indoors** – We are able to offer our spare room for you to sleep and have your own privacy. The room contains one double bed and a single Japanese Futon bed including shelves and desk for you to place your clothes and personal belongings.

**Outdoors** – During the warmer seasons (Spring and Summer) we can accommodate you in our canvas tent which is very comfortable, includes power and lighting, is 100% waterproof and allows you additional privacy in your own living space.

## **19. Bedtime**

While we do not mind what time you like to go to sleep, it is important that you are aware that the younger members of our family typically go to bed at 8.00pm and are asleep by 8.30pm. It is expected that the house will be quiet at this time to allow the kids to go to sleep peacefully. We also find that getting good sleep on nights before work days is better for good health and productivity.

## **20. Telephone**

The house phone is not for the use of our guests and we will expect you to be able to use your own mobile phone when making outbound calls unless (and only) in the case of an emergency where you do not have reception on your phone.

## **21. WIFI**

We offer you our WIFI network to use here at the farm and you are able to utilise this for surfing the web and checking emails etc. It is important that you do not use our WIFI to download large files as we have a limited download amount each month.

## **22. Learning Opportunities**

- Sustainable Farming and Market Gardening – Small, Medium, Large Scale
- Food Fermenting, Kombucha, Kimchi, Kefir, Sauerkraut, Preservation and Storage
- Animal Husbandry and Home Kill
- Food Forest Plantings, Water Systems, Aquaculture, Landcare, Organic Food Production, Soil Life, Seed Raising, Hothouse Growing.
- Cooking (Japanese Cuisine, Sushi, Pizza, Break Making etc)
- Hot Composting & Composting Tea, Natural Fertilisers and Insect Control.

## **23. Power Tools**

At no time are power tools to be used on the farm **without all of the following conditions having been met (NO EXCEPTIONS):**

- a) Prior Experience in using power tools is required.
- b) Participation in a training course in learning to use the tool must be completed
- c) A signed certificate of competency is to be issued to you by the Farm Manager
- d) Before use, tool to be clean, ready for use, and checked by the Farm Manager
- e) Use of the tool is to be supervised at all times

## **24. Farm Security & Front Gate**

When leaving the house unattended, all doors and windows to be locked. If you are leaving the property at night, the outside light is to be left on and curtains are to be closed. If you are leaving the farm and you are the last to leave, the front gate is to be chained and locked.

## **25. Immediate Termination**

The following conditions will result in immediate termination of your WWOOFing experience and removal from the property:

- Non adherence to all of the clauses contained in this Agreement in full.
- Rudeness or disrespect to each other or Synchronicity Farm, its staff, customers and guests that visit us here.
- Abuse of any animals on the farm.
- Theft or Destruction of property.
- Abuse of the privilege of drinking alcohol.
- Use of drugs.
- Causing harm or discomfort to children.
- Lying.
- Lighting of fires.
- Committing any offence which is deemed to be illegal.

It is our sincere hope that none of these reasons for termination occur and we trust you to understand that we have a zero tolerance policy if these conditions are not respected.

**I confirm that I have read and understood the Agreement for Backpackers and WWOOFers and I am willing to live by these guidelines while WWOOFing on Synchronicity Farm. Further I understand that if I am found to have broken this Agreement, I understand that my WWOOFing experience may be immediately terminated.**

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**FULL NAME**

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**DATE**