

## Volunteer Policy

St Andrew's United Reformed Church was founded in 1853 as a Presbyterian Church and joined the United Reformed Church, when it was created in 1972. In recent years its membership has declined as the congregation has aged. It is a gathered church, but about 15 years ago it began to participate more actively in its local community and various organisations began to hire its facilities, a hall, kitchen and other rooms, as well as its church. A number of those hiring organisations use the facilities regularly and some have volunteers helping them. The St Andrew's members do not use volunteers for their activities, as its members and others attending services carry out all supportive functions. In complying with the Charity Commission's instructions it will obtain a copy of the Volunteer policy of each of its user organisations that have volunteers.

These policies should be patterned on a template (provided) and contain the following details:

Purpose of the volunteer policy

The vision and mission for volunteering

Attracting volunteers and volunteer agreement

Accessing DBS Checks

Induction and training

Support

Recognition and reward

Expenses

9. Insurance, health and safety, accidents and risk assessment

10. Resolving problems

Confidentiality

Equality, Diversity and Inclusion

Volunteering whilst on benefit

The document will contain a statement indicating that it is the Volunteer Policy of the specific group, the date on which it will be reviewed and it will be signed by appropriate representatives.

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