

Springboard Opportunity Group

Volunteers and Students policy

Springboard volunteers and students play a valuable role in delivering services to children and families. The work of the organisation is dependent on the availability of a team of committed volunteers and students in the playrooms and in other supporting roles. Springboard highly value the input of volunteers and students, whose individual skills, life experiences and interests greatly enhance our provision.

- Volunteers are supported in their role by a volunteers' coordinator and two-way communication is encouraged and appreciated.
- Students are supported in their role by a 'student mentor and two-way communication is encouraged and appreciated.
- Volunteers and students are required to follow all the organisation's Policies and Procedures, and be committed to the ethos of Springboard.
- Volunteers and students are recruited from all sections of the community, in line with Springboard's Equality and Diversity Policy.
- DBS checks are made and volunteers and students references will be followed up as part of recruitment
- Volunteers and students are inducted, trained and supported for their individual volunteering role within the organisation
- Volunteers and students work is guided and supervised by a member of staff
- Volunteers and students will be expected to participate in ongoing training
- Opportunities for peer support and social events will be provided to enhance the volunteering experience
- Springboard are committed to protecting the health, safety and wellbeing of volunteers and students
- Volunteers and students will be covered by the organisation's insurance while carrying out their role
- There is a complaints procedure and volunteers and students will know how to complain and who they complain to if necessary.
- Volunteers and students do not have unsupervised access to children; they do not take them into a separate room for an activity or toileting and do not take them off premises.

This policy was adopted by Springboard Opportunity Group's Board of Trustees	
Date of meeting	7.3.22
Date to be reviewed:	Spring 2025
Signed on behalf of the Board of Trustees	
Name of signatory	Elizabeth Manning
Role of signatory	Chair