



Brighter Better Orrell Duke of Edinburgh Award Volunteer Policy

Introduction

Brighter Better Orrell (BBO) is run entirely by volunteers, and as such, volunteering as a principle is central to our mission. We recognise that volunteers make an essential contribution to our work, helping us to achieve our core aims and objectives. At the same time, we are committed to making volunteering with BBO worthwhile and enjoyable, so that members who volunteer feel valued and involved. We support the Duke of Edinburgh's (DofE) Award by providing opportunities for young people to volunteer with our community group and value the energy and enthusiasm that DofE participants bring.

BBO exists to create a brighter, cleaner, kinder and safer community, by bringing individuals together with common interests and concerns, enabling us to help address community needs by listening to our members and providing a platform for people to take collective action to improve the neighbourhood and the facilities.

In line with this mission BBO seeks to involve volunteers to:

- ensure our aims meet the needs of our community and environment
- provide new skills and perspectives
- increase our contact with the local community

Definition

A volunteer is defined as someone who commits time and energy for the benefit of others, who does so freely, through personal choice and without expectation of financial reward, except for reimbursement of actual out of pocket expenses.

Purpose

This policy outlines how BBO will:

- Support DofE volunteers in meeting the requirements of their Award
- Ensure a safe and positive volunteering environment
- Provide clarity on expectations for both the group and the volunteers

Eligibility

- Volunteers must be aged **14 or over** and registered with the Duke of Edinburgh's Award
- An adult over 18-years-old must accompany all DofE activity if the student is under 17. This may be a member of the BBO committee, who are all DBS checked, or a parent or guardian

Volunteer Roles

Depending on age, ability, and availability, DofE volunteers may support:

- Litter picking, whether as a group pick, or with a parent or guardian
- Environmental work, under the supervision of the BBO Lead Contact
- Community Events, under the supervision of the BBO Lead Contact

Supervision and Support

- DofE volunteers will be supported by a named BBO volunteer

Safeguarding and Welfare

- BBO is committed to safeguarding all our volunteers
- Safeguarding and Confidentiality policies and procedures apply equally to DofE participants



Equal Opportunities

BBO operates both an Equal Opportunities Policy and an Inclusivity Policy, and welcomes DofE volunteers from all backgrounds. We are committed to creating an inclusive environment where young people can learn and contribute.

Health and Safety

- DofE volunteers are covered by the Brighter Better Orrell Health and Safety Policy
- BBO will only offer tasks that are age-appropriate and safe
- Risk assessments are in place for all volunteering activities

Commitment and Conduct

We ask all DofE volunteers to:

- Be reliable and attend as agreed
- Communicate if they are unable to attend or if there is a change in circumstances

BBO will:

- Provide written confirmation of volunteering by submitting a report when notified to do so
- Respond to reference requests for future opportunities

Insurance

All volunteers are covered by the Brighter Better Orrell public liability insurance whilst carrying out organised activities.

Review and Approval

This policy will be reviewed every 2 years, or sooner if relevant legislation or national guidance changes.