



Volunteering Policy

13th June 2018 Bisham Abbey

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Introduction

Rivertime Boat Trust’s vision

To inspire disabled and disadvantaged adults, children and young people to develop a long term involvement with the river and accessible water sports and encouraging other like-minded people to develop the ‘Rivertime’ concept along the length of the River Thames and across the UK.

Rivertime Boat Trust’s mission

To develop relationships with like-minded people to develop the ‘Rivertime’ concept along the length of the River Thames and across the UK to enable disabled children and young people to develop a long term involvement with the river and enjoy accessible water sports.

Rivertime Boat Trust’s values

To INSPIRE disabled and disadvantaged adults, children and young people to develop a long term involvement with the river

Inspirational

We inspire disabled and disadvantaged adults, children and young people to develop a long term involvement with the river and accessible water sports

Nurturing

We nurture disabled children and young people to become successful adults who will impact positively on their local community

Supportive

We provide a safe, supportive, vibrant and stimulating environment

Passionate

We encourage a passion for the river and accessible water sports

Innovative

We are an innovative charity committed to ensuring that the 'Rivertime' concept is replicated across the UK

Respectful

We are a highly inclusive charity, respect all cultures and beliefs and have a strong sense of community

Egalitarian

We believe in the principle that all people are equal and deserve equal rights and opportunities

Volunteer Involvement

In line with its Vision, Mission and Values Rivertime Boat Trust seeks to involve volunteers to:

- ensure our services meet the needs of our clients
- provide new skills and perspectives
- increase our contact with the local community we serve

Rivertime Accessible Regatta

In keeping with the Rivertime mission the Trust organises an annual Regatta at Bisham Abbey for disabled school children. This document is the Volunteer Policy for this event.

Principles

This Volunteering Policy is underpinned by the following principles:

- Rivertime Boat Trust will ensure that volunteers are properly integrated into the organisational structure and that mechanisms are in place for them to contribute to Rivertime Boat Trust Accessible Regatta
- Rivertime Boat Trust expects that staff will work positively with volunteers and, where appropriate, will actively seek to involve them in their work

Practice guidelines

The following guidelines deal with practical aspects of the involvement of volunteers.

Recruitment

It is expected that Regatta volunteers will be from one of the following groups:

- Rivertime Boat Trust volunteers
- Rotary International
- Personal friends of the RBT trustees or staff
- Individuals from within the disabled sports world.
- Local Schools
- Organisations providing activities at the regatta

Induction and training

All volunteers will receive an induction into the regatta and their own area of work. Training will be provided as appropriate. Volunteer leads will receive an induction into their role at the regatta, and that of their teams, by a member of the management committee. Volunteers working at the regatta will

take direction from their lead volunteer or a member of the management committee.

The Volunteer's voice

Volunteers are encouraged to express their views about matters concerning RAR to the Regatta Director.

Insurance

All volunteers are covered by Rivertime Boat Trust's insurance policy whilst they are on the premises or engaged in any work on Rivertime Boat Trust's behalf.

Health and safety

Volunteers are covered by Rivertime Boat Trust's Health and Safety Policy, a copy of which can be found at www.rivertimeboattrust.org.uk

Equal opportunities

Rivertime Boat Trust operates an Equal Opportunities Policy in respect of both paid staff and volunteers. A copy can be found at www.rivertimeboattrust.org.uk. Volunteers will be expected to have an understanding of, and commitment to, our Equal Opportunities Policy.

Problem solving

RBT aim to identify and solve problems at the earliest possible stage. A procedure has been drawn up for dealing with complaints either by, or about, volunteers.

A copy of the procedure can be found at www.rivertimeboattrust.org.uk

Confidentiality

Volunteers will be bound by the same requirements of confidentiality as paid staff.

Data Protection

It is assumed that by the action of volunteering volunteers agree for their details to be held by the Trust and Regatta organisers for the purpose of organising the regatta (Legitimate Interest under GDPR). These details will not be passed to a third party unless required to do so by an authorised body.