



Volunteer Policy

1. Introduction

Fields Farm Nature Play & Therapy CIC values the contributions, skills, and dedication of volunteers in supporting our mission to provide nature-based therapeutic activities for the community. Volunteers play a vital role in helping us deliver services, maintain our farm, and engage with service users. This policy outlines our commitment to volunteers and what we expect in return.

2. Purpose of This Policy

This policy ensures that Fields Farm Nature Play & Therapy CIC:

- Provides a clear framework for volunteering.
- Creates a positive, safe, and inclusive environment for volunteers.
- Outlines expectations, rights, and responsibilities for both the organisation and volunteers.
- Ensures compliance with relevant legislation, including safeguarding and health & safety laws.

3. Who Can Volunteer?

We welcome volunteers from all backgrounds, aged 16 and over (or younger with parental consent), who share our commitment to:

- Supporting nature-based wellbeing activities.
- Caring for animals and the environment.
- Providing social and therapeutic support.

Some volunteer roles may require:

- A DBS check (if working with vulnerable people).
- Relevant training and experience.
- A trial period to ensure suitability for the role.

4. Volunteer Roles

Volunteers may support us in various ways, including:

- Gardening & Horticulture: Helping grow food and maintain green spaces.
- Animal Care: Assisting with feeding, cleaning, and handling therapy animals.
- Maintenance & Site Support: Keeping the farm safe and accessible.
- Community Engagement & Events: Assisting at workshops, fundraising, and outreach programmes.
- Support for Service Users: Assisting with play sessions, dementia therapy, and wellbeing groups.

5. Recruitment & Selection

Volunteers will complete a simple application process, including:

1. Application Form: Providing basic information and interests.
2. Informal Interview or Trial Session: To assess suitability.
3. DBS Check (if required): For roles involving vulnerable people.
4. Induction & Training: Covering health & safety, safeguarding, and role expectations.

6. Induction & Training

All volunteers will receive:

- An induction pack, including this policy, health & safety procedures, and key contacts.
- Training relevant to their role, including safeguarding, first aid, and animal handling (if applicable).
- A named supervisor for support and guidance.

7. Expectations & Code of Conduct

7.1 Fields Farm's Commitment to Volunteers

We will:

- Provide a safe, welcoming, and inclusive environment.
- Offer training, supervision, and support.
- Treat all volunteers with respect and fairness.
- Recognise and value volunteer contributions.
- Provide insurance cover while volunteering.

7.2 Volunteer Responsibilities

Volunteers must:

- Follow health & safety, safeguarding, and confidentiality policies.
- Be reliable and communicate any absences.
- Treat staff, service users, animals, and fellow volunteers with respect.
- Represent Fields Farm positively and professionally.
- Report any concerns to their supervisor.

Volunteers must not:

- Use their role for personal gain.
- Engage in behaviour that is unsafe, discriminatory, or unprofessional.

8. Safeguarding & Confidentiality

- Volunteers must adhere to our Safeguarding Policy when working with vulnerable individuals.
- Any concerns about the safety of a service user must be reported immediately to the Designated Safeguarding Lead.
- Volunteers must maintain confidentiality regarding service users, staff, and farm activities.

9. Health & Safety

- Volunteers will receive health & safety training and must follow guidelines to minimise risks.
- Protective clothing or equipment will be provided where necessary.
- Volunteers must report any accidents, injuries, or hazards immediately.

10. Expenses

We aim to ensure that volunteering is accessible to everyone. While Fields Farm Nature Play & Therapy CIC does not routinely pay expenses, we may be able to cover reasonable travel or meal costs for volunteers in financial hardship. Requests should be discussed with the volunteer coordinator.

11. Ending a Volunteer Role

Volunteers can choose to leave at any time but should provide as much notice as possible.

Fields Farm Nature Play & Therapy CIC reserves the right to end a volunteer placement if:

- The volunteer fails to follow policies or agreed responsibilities.
- The role is no longer suitable or available.
- Their behaviour poses a risk to themselves, others, or the organisation.

Where possible, we will provide feedback and discuss concerns before ending a placement.

12. Reviewing This Policy

This policy will be reviewed annually to ensure it remains up to date and effective.

13. Contact Information

For volunteer enquiries, support, or concerns, please contact:

Emailing: fieldsfarmcic@hotmail.com

Calling: Charlotte – 07584045836 or Kate - 07969472087

Writing to: Directors of Fields Farm Nature Play & Therapy CIC, 1 Fields Farm, Spalding Gate, PE126UF