

Contact

Selsdon Community Centre

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Contact

People Who Care

www.selsdoncontact.org.uk

For all new volunteers

Thank you for offering to volunteer with Contact – Selsdon’s Neighbourhood Care Scheme. You should find all the information you need in this pack, but please call the office, or pop in, if you have problems now or in the future.

To maintain high standards and offer assurances to current and future funding partners, Contact will require an Enhanced check to be made with the Disclosure and Barring Service (DBS), which will identify any spent and unspent convictions, cautions, reprimands and warnings that are held on the Police National Computer.

We also take references. When we have received satisfactory references, you will be contacted to bring in relevant original documentation so we can complete the DBS form. The possession of a criminal record is not necessarily a bar to becoming a volunteer and such instances will be covered individually.

To ensure both our volunteers and clients are treated fairly and justly the Board of Trustees have formally approved the following policies:

- Equal Opportunities
- Safeguarding – Adults
- Safeguarding – Children
- Grievance and Disciplinary Procedures for volunteers.
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Copies of these policies are filed in the office and you are welcome to read them at any time.

We apologise for the form filling, but hope you will agree that we need to be vigilant where or clients are concerned, as many are vulnerable people within our community.

Please see the enclosures to this pack which are listed on the following page.

We look forward to hearing from you soon. Thank you.

Jasmine Singh
Manager

Sharepoint/volunteers/documents/volunteers welcome pack/volunteer pack cover note

Contact: Selsdon Churches Neighbourhood Care

Charitable Incorporated Organisation Registered Charity 1124346