



Colgrain Primary School & Pre-5 Unit
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Last Updated: August 2024

Volunteer Policy

This policy is underpinned by the UNCRC and Health and Social care Standards as reflected below.

Articles of the UNCRC (the UN Convention on the Rights of the Child)	
Article 3	The best interests of the child must be a top priority in all decisions and actions that affect children.
Article 42	(knowledge of rights) Governments must actively work to make sure children and adults know about the Convention.

VOLUNTEER POLICY

At Colgrain Pre-5 Unit we aim to ensure a high quality placement experience for students and volunteers.

RATIONALE

We believe that at Colgrain Pre-5 Unit offering quality placements is dependent on developing positive relationships and meeting individual needs.

We value students and volunteers' previous learning and support all to gain professional experience and feel confident to take next steps.

We aim to ensure that students and volunteers feel content and supported throughout the process as this learning experience will develop their life skills for work.

AIMS



- To develop higher levels of economic wellbeing within our community by empowering students and volunteers to learn, develop and seek further education or work.
- To increase the number of community members accessing training and work experience.
- To increase opportunities for engagement in voluntary work.
- To develop opportunities to share new learning and deepen our understanding of our community.
- We aim to recognise that we are all learners together and to remove barriers to promote reflective thinking.
- To improve outcomes for children and families through having students and volunteers working at Colgrain Pre-5 Unit contributing their skills, providing a fresh perspective and by expanding reflective practice.
- We aim for children, families, students and adults to feel safe and secure while collaborating and experiencing positive interactions with a diverse group of young people and adults.
- We aim for staff to feel confident and proud to share their outstanding practice.

OUR COMMITMENT

We recognise that this is a two way learning process and welcome students and volunteers' contributions, reflective thinking and feedback. We will gain from their involvement in a variety of capacities alongside the staff of Colgrain Pre-5 Unit. We are mindful that we are contributing to growing practitioners and leaders of the future.

We will review suitability of applicants and capacity to offer placements.

- Students and volunteers may either be referred to us through their place of study, be invited by the senior leadership team or offer their time independently.
- PVG disclosure certificates will be required.
- An initial meeting will be arranged to discuss aims and values, the purpose of the placement, expectations and support including a learning walk around the nursery school and children's centre

SETTING WILL COMMIT TO:

- Contact details will be exchanged and any communication and medical issues discussed.



- Students and volunteers will be given a mentor/supervisor to support them while they are with us, where possible the needs of the volunteer will be matched with the level of qualification of staff.
- Where possible no member of staff will be responsible for more than one student or volunteer at a time.
- As near to the first day as possible there will be an induction meeting including safeguarding, welfare and health and safety policies.

VOLUNTEERS AND STUDENTS WILL COMMIT TO:

- Students and volunteers will read our handbook and seek clarification of understanding.
- Agree to policies and procedures including safeguarding and welfare.
- Be given clear direction and instructions regarding expectations, role and behaviour.
- Inform the office if they are not attending.
- Keep contact details up to date.
- Be involved in evaluation of their placement
- Students and volunteers will never be left in sole charge of individual or groups of children.
- Students and volunteers may be invited to join staff meetings or training at the discretion of the Lead Practitioner.
- Meetings will be arranged for supervisor visits, supervision, reflection, support, planning and feedback as appropriate.
- When the placement ends there will be a meeting to evaluate the experience, discuss any reflections and provide feedback.



I have read and understood this policy.

Staff Name - Print and Sign	Date Reviewed		
Chelsey Dolan	March 23	August 24	
Sandra Cunningham	March 23	August 24	
Wilma Brown	March 23	August 24	
Gillian Dougan	March 23	August 24	
Fiona Porter	March 23	August 24	
Angela Collins	March 23	August 24	
Courtney Williams	August 24	August 24	
Aimi Sharkey	August 24		
Rechelle Calderbank`	August 24		
Leila Dick	Aug 24		
Cherri Clemmett	August 24		
Nicole Campbell	August 24		



