



Friends of the Fal Volunteering Policy

V.01 2025

Introduction

Friends of the Fal (FotF) aims to develop a 1.5-hectare woodland and heritage site adjacent to the River Fal in Grampound village that will bring ecological, social, health and educational benefits to the area. More specifically, FotF aims to:

- Engage with local stakeholders, local and national bodies, and local businesses to plant and maintain an area that will include woodland, wildflower glades, and the restoration of a medieval leat.
- To provide opportunities, through volunteering, for people of all ages to learn about the ecology of natural areas, develop skills in planting and maintaining these areas, and the installation of Cornish hedging being the leat.
- To provide a space for people to exercise, connect with nature and enjoy the beauty of the woodland site

Use of Volunteers

We encourage volunteers to contribute ideas for improving activities and engagement.

Working parties normally run from around 13:00 to around 16:00 with a break around 14:30.

Volunteers are encouraged to bring their own drinks, whilst biscuits/ cake are provided. Parking is available at the Village Hall, and there are good bus links otherwise.

We will provide a wide range of volunteering opportunities, aiming to match volunteer skills and preferences with the roles available. Current volunteer roles and roles descriptions are available on our volunteer opportunities webpage.

Friends of the Fal seeks to involve volunteers in the following activities

Working Parties

- The planting of trees, sowing wildflower/ grass seeds and general maintenance of the site
- Learning traditional skills of scything and the use of other traditional hand tools
- Creation and maintenance of hurdle fencing and dead hedges
- Installation of new features as building benches, new permissive paths, signage and children's play equipment.
- Serving as a voluntary woodland tree warden and identifying ancient trees
- Assessing local impacts of climate change, become a citizen scientist
- Support the reconstruction of the leat

Support and Management

- Supporting community planting events and other community activities on site
- Promoting Friends of the Fal as a facility for the local area
- Working with Trustees to achieve the objectives of Friends of the Fal
- Supporting administration coverage, finance, website and newsletter creation, fundraising, policy and process management



- Project management
- Becoming an advocate by being a voluntary speaker, guide or photographer at events
- Opportunities to work alongside Cornwall Wildlife Trust, Westcountry Rivers Trust and many more conservation organisations

Volunteering By Children, Young People, And Vulnerable Adults

Oversight of volunteering by children, young people and vulnerable adults will be carried out by a responsible accompanying adult. It is not the responsibility of Friends of the Fal. Please refer to the safeguarding policy

The Friends of the Fal Responsibilities Towards Volunteers

All volunteers will be provided with clear guidance that explains their role and main duties/responsibilities.

Friends of the Fal will ensure that volunteers have access to the necessary equipment to carry out their duties/tasks, including personal protection equipment (PPE) if appropriate.

The Volunteer Manager will ensure that volunteers are properly inducted and have access to this policy and other relevant policies, such as health & safety, safeguarding and equality.

Friends of the Fal seeks to create a diverse and inclusive working environment, and volunteers will be made aware of the procedure should any complaints arise in relation to their volunteering experience.

Friends of the Fal has public liability insurance that protects volunteers whilst in their voluntary role and will provide details of this to any volunteer upon request.

Volunteer responsibilities

Volunteers are part of the FotF team and should be protected and bound by FotF policies and procedures that are designed to keep all interested parties safe and ensure work is carried out to a high and consistent standard. Volunteers need to be aware of the aims and objectives of Friends of the Fal as outlined in its constitution, as well as other important policies, including:

- Safeguarding Policy
- Bullying & Harassment Policy
- Health and Safety
- Equal Opportunities
- Complaints procedure
- Data Privacy

Volunteers will sign a Volunteer Agreement before commencing their volunteering role with FotF.

Training and Development

Any training necessary for undertaking specific volunteer roles safely and effectively will be arranged, where agreed. Other vocational training, learning and personal development of volunteers will be encouraged and enabled, and this will be agreed with a Trustee.

Working Comfortably, Safely and Sustainably

Volunteers will only be asked to undertake tasks for which they have the required qualifications and skills. Friends of the Fal will endeavour to provide safe working conditions for volunteers. Any



necessary tools, equipment and specialist protective clothing will be provided as required. Volunteers are classed as employees in matters relating to health and safety. They will be made aware of our Health and Safety at Work Policy and be informed of duties and responsibilities specific to their role. Volunteers will be made aware of our Woodland Waste Management Policy and their share in responsibility for its implementation.

GDPR and Data Protection

In accordance with our Privacy Policy, we collect information on volunteers to inform them of:

- Changes to planned volunteer work programmes
- The positive impact they have on our work through newsletters, meetings and events
- Volunteer thank-you events through a dedicated tree
- Volunteers will be made aware of our Privacy Policy and its implications on their personal data