

Dear volunteers,

The past few months have challenged the way we go about our day to day lives, and we wanted to make sure we felt confident we could mitigate the risks of Coronavirus as much as possible before returning to the volunteer programme.

By following official government guidance and looking at processes implemented by other similar organisations, we have developed new volunteering protocols. We will adapt these protocols if any new advice emerges.

Please read through these protocols and send us an email to confirm you have read and are happy with the processes. It is important to us that you feel safe, and clear on what we expect from you and what you should expect from us. Please feel free to ask any questions and let us know if you have any suggestions for how we may do things differently. Also, we want you to feel comfortable so please do not feel any pressure to volunteer unless you feel safe to do so – you will be welcome to join us when the moment feels right for you.

NEW PROTOCOLS

Please read through the following information and let us know if you have any questions.

SOCIAL DISTANCING

Following government guidelines, we will implement social distancing protocols of 1+ metres. Where it is not possible to have 2 metres distance, for example the minibus, we will require staff and volunteers to wear a mask. While outdoors risk of transmission is much lower, however to mitigate risk we will ask volunteers to work with a minimum 2 metre gap.

GROUP SIZES

Initially, group sizes will be limited to 6 people including volunteer leaders. For some activities we will be splitting days into two sessions from 10:00 to 12:30, and 13:00 to 15:30. There will be a different group in the morning to that of the afternoon (see volunteer programme).

BOOKING ONTO ACTIVITIES

As group sizes will be smaller, we will be allocating volunteer places on a first come first served basis. Those that have not yet participated will be prioritised. We will be sending out a link to an online booking system so you can choose which activities/days you would like to book onto. Alternatively you can call Emily on 07508349743. If you are booked onto an activity but will not be able to come, please let us know so we can re-allocate your space.

MINIBUS

We will continue to have the minibus available to transport volunteers participating in a morning or full day session. There will be one passenger per row (unless from the same household) to reduce risk of infection. Volunteers and leaders will be required to use masks on the minibus, and we will clean the minibus with disinfectant before and after each use. Please let us know if you will be travelling on the minibus.

FACE MASKS

We will not require volunteers to use a mask outside as the transmission risk is lower. However, we welcome you wearing a mask if you feel more comfortable doing so. If you would like to wear a mask or will be travelling on the minibus, please bring one with you. However we will also have masks available on standby.

HAND SANITISER

As we will be outdoors hand washing facilities won't be available. Therefore we will provide hand sanitiser for everyone's use. We ask that you use hand sanitiser before you get on the minibus, when you arrive on site, at the start and end of every activity, before and after you eat or handle food, and following any incident where you may have handled potentially infected items or touched potentially infected surfaces.

TOOLS

Before and after volunteer activities we will disinfect tools. The tools will be numbered and you will be allocated a numbered tool(s) at the start of each activity. Please use only your allocated tools, and do not share or swap during the activities.

GLOVES

We have pairs of gloves available for volunteers that have requested them. We ask that you use only these gloves and do not share or swap. Alternatively, please bring your own pair of gloves.

TISSUES

We will provide tissues during volunteer sessions. Please catch coughs and sneezes in tissues and avoid touching your face, eyes, nose or mouth with unclean hands. After you blow your nose, sneeze or cough please use hand sanitiser.

BREAKS

Please bring your own hot/cold drinks and snacks with you for breaks.

C-19 SYMPTOMS

People with COVID-19 have reported a wide range of symptoms often appearing 2-14 days after exposure to the virus. These symptoms may include: *Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell &/or sore throat.*

If you suffer any of these symptoms or are generally feeling unwell, please do not volunteer for at least 7 days after displaying symptoms. If a member of your household has C-19 symptoms please do not volunteer for at least 14 days, observing government self-isolation guidance. If you have contracted or displayed symptoms of C-19 in the 2 weeks following attending a volunteer session, please let us know so that we can inform other volunteers and staff that were present. Please be aware that your information may be shared with NHS Test and Trace if a potential C-19 outbreak has been identified.

Thank you for being a part of our team and we look forward to welcoming you back into the woodlands and meadows to get stuck in again!