



Club Volunteer Policy

Aims and Principles

Wakefield Wildcats Netball Club consists of 3 senior teams and 6 junior teams. The Club has enjoyed success at County and Regional level competing in the West Yorkshire County Senior and Junior leagues and Yorkshire and Humberside Regional League.

The Club is managed by a Committee of volunteers who are involved at different levels from coaching, umpiring, administration and being responsible for the welfare and safety of all members of the club whether training or competing.

Without Volunteers, Wakefield Wildcats Netball Club would not exist.

Recruitment and Selection

The process of recruiting and selecting the appropriate Volunteers is of very high importance. Volunteer roles are generally aimed at key specific areas (Coaching, Umpiring, Safeguarding, Treasurer etc.) but are always looked at in relation to the wider responsibility of the individual towards the members, the club and the community.

The responsibility for the appointment and monitoring of a volunteer is seen as a joint function of Wakefield Wildcats Netball Club Committee who consist of volunteers with many years' experience of playing and managing netball Clubs.

Security and Screening

Wakefield Wildcats Netball Club has a safe recruitment procedure. All those who hold positions which require them to have direct involvement with Young People will have to undergo the following process & checks:

- Enhanced CRB disclosure
- Verification of reference from other places the person may have volunteered (if new to the Club)
- Agreement to abide by Wakefield Wildcats Netball Clubs Code of Conduct for Coaches, Officials and Volunteers policy which clearly outlines the expectations of each volunteer.

Induction and Training

Wakefield Wildcats Netball Club has a responsibility to their members (Young and Older) in terms of Safeguarding. This means the effective recruitment of vetted volunteers who are appropriately trained or willing to be trained. All new volunteers will have an induction. Training courses are available (Coaching, Umpiring, Safeguarding, Equity, Young Netball Organiser) fees vary and may be subsidised by the Club or West Yorkshire County Netball Association.

Support and Supervision

All volunteers must agree to abide by Wakefield Wildcats Netball Club's Code of Conduct – Coaches, Officials and Volunteers.

Whilst the main point of contact for all Volunteers is the Club Chair there is Club Volunteer Coordinator who is available to assist in supporting/supervising.

Expenses

Expenses are paid for travel and can be claimed using the Club expense form. The form can also be used for claims that are related to 'out of pocket' items such as fuel, computer stationery, mandatory netball meetings, courses for development. When possible, a receipt should be included with the form.

Health and Safety

Wakefield Wildcats Netball Club has a duty of care to avoid exposing any volunteers to risk their Health and Safety. Volunteers are made aware of any Health and Safety issues, appropriate first aid and location of first aid kit as a part of the Induction process.

Insurance

Volunteers are insured through their England Netball Membership and all volunteers should have a membership which can be done using the EN Engage system (Wakefield Wildcats Netball Club 15001). The club will consider paying the Volunteers costs in full or in part and at the discretion of the Committee.

Equal Opportunities and Diversity

Wakefield Wildcats Netball Club welcomes all ages from different backgrounds and cultures from all around the local community and other areas.

Many Clubs are now becoming aware of the benefits of having a diverse volunteer workforce. A diverse group of volunteers makes the club more welcoming and reflects the local community; involving people from different backgrounds/cultures and ages. Our Club is firmly committed to equity in all areas. We believe we have much to learn and profit from other Cultures and perspectives and that by valuing diversity we will make our club more effective in meeting the needs of our Club members. We are committed to developing a club in which differed ideas, abilities, backgrounds and needs are fostered and valued in a positive way.

Resolving Problems

Wakefield Wildcats Netball Club is a thriving club and we take problems, issues and complaints very seriously. So as to avoid any unnecessary disruption / stress to members and to protect and respect our volunteers, such issues are dealt with and handled by the Club Committee in an open, fair and quick manner.

Policy Review

Volunteers within Wakefield Wildcats Netball Club are vital and as such the Volunteer Policy is reviewed by the Club Committee along with input/feedback from our volunteers on an annual basis. The Chair and the Committee wish to Thank all of our volunteers, without your assistance and support Wakefield Wildcats Netball Club would not be the Club it is today.

This policy was introduced in August 2019 and will be reviewed in August 2020.

Chair person D. Guy (Diane Guy) 1.9.2020 Date

Secretary R. Fawcett (Rebecca Fawcett) 1.9.2020 Date