



**AYLESBURY METHODIST CHURCH & CENTRE**  
**POLICY FOR VOLUNTEERS**

**1. Relationship between AMC and Volunteers**

Volunteers are not employees; they are not paid.

Volunteers are provided with training to enable them to fulfil their volunteering duties.

Any expectations of the volunteer should be flexible and reasonable, giving the volunteer the ability to refuse tasks and choose when to volunteer.

**2. Health and safety**

AMC has a duty of care towards their volunteers, being aware of potential risks to volunteers, and taking steps to reduce them where they are unacceptable.

Undertaking risk assessments and ensuring that volunteers are aware of the organisation's health and safety policies and procedures will help.

**3. Screening and DBS Checks**

Where volunteering activity involves working with children and vulnerable adults, an enhanced Disclosure and Barring Service (DBS) is necessary. There is also a duty to refer information to the DBS where an individual harms a child or vulnerable adult.

**4. Data Protection**

AMC should have the same data protection obligations under the Data Protection Act 1998 towards volunteers as they do employees.

**5. Young Volunteers**

Whilst there are laws which restrict the employment of young people, these do not apply to volunteers. However, it is sensible to bear this legislation in mind and remember that young people have other demands on their time outside volunteering.

**Jennie Torpey and Margaret Miskin**  
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