

The Boston Woods Trust

Company Registration No 4282455 * Registered Charity No. 1090420

Registered Office: Fydell House, South Square, Boston. PE21 6HU



POLICIES

Volunteers Code of Conduct.

All volunteers for the Boston Woods Trust are expected to demonstrate:

-Consideration and respect for others.

-To not discriminate based on "the Protected Characteristics as detailed in the Equality Act 2010"

-Honesty

Bullying and/or harassment will not be tolerated

If anyone has a concern or complaint, they must report it to a trustee or team leader who will investigate and report back.

Health & Safety

Lone working is NOT recommended. If it cannot be mitigated and there is no one within shouting distance ensure you have a charged mobile phone on you. Ensure that someone knows where you will be working, what time you intend to start and finish and then contact them to advise when actually finished.

Volunteers are to inform their team leader (the person who has organized the session) when joining and leaving the work party.

UNLESS special training has been given,

DO NOT use any Mechanical Tools eg Chainsaws, Strimmers or Mowers.

OR Sprayers and Chemicals.

OR Ladders.

Each volunteer to be asked to provide Emergency contact details.

President
Mr A B Isaac
66 Spilsby Road, Boston
PE21 9NS Tel:[01205 365949](tel:01205365949)

Chairman
Mr S Elwood
Frampton West Farm House, Fen Road
PE20 1RU Tel: 07759 087479

Secretary
Mrs F E Brooks
255 Willington Road, Kirton End
PE20 1NW Tel: 07845 481621

Patrons: **The Right Revd Stephen Conway, Bishop of Lincoln** * **Professor Sir Jonathan Van-Tam**

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First Aid Kit's and Accident report forms are available from Steve Elwood, or the cabins in Westgate Wood, Pioneer Wood and Dion's Wood.

The Boston Woods Trust Health & Safety Folder contains risk assessments for each activity undertaken. The risk assessments are reviewed every three years or sooner if required. The team leader will be responsible for ensuring that the appropriate risk assessments are applied and volunteers advised.

The following sections from the Boston Woods Trust Health & Safety Folder are supplied to all volunteers with instructions to read and acknowledge;

- General Environmental Risks
- Brashing & Pruning
- Planting

Safeguarding.

Any volunteer under the age of 18, or deemed a vulnerable adult, must be accompanied and overseen by an adult qualified in this role, i.e. parent or care worker.

Data Protection

The only information held are contact details to enable us to keep a record of volunteering, subscriptions and donations and to provide information through the biannual Newsletter and occasional bulletins relating to volunteering or special events in the woods.

If a subscription lapses for more than two years, or a volunteer has not worked within that period, their name will be removed from our database.

We will not pass on personal details to any other organisation.

Last reviewed 15th January 2025

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