Hungerford Youth and Community Centre
Priory Road
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Berkshire
RG17 0NJ

Website: www.hungerford.org.uk

Hungerford
youth and community

Charity no.11846921

Young Volunteer (under 16) Agreement
Hungerford Youth and Community Centre

Supporting young volunteers is an important and valued part of the work of the Hungerford Youth and Community Centre (HYCC).

As a young volunteer, you will never be expected to become involved with behavioural or safeguarding management. If you see or hear something that you feel needs addressing, please report to a session leader immediately.

This agreement tells you in brief what you can expect from HYCC and what behaviours the centre would like from you.

Hungerford Youth and Community Centre will:

- Understand what you would like to achieve during your time with us, agreeing objectives and tasks that will help meet these.
- Agree the length of time you will be with us at the centre and which sessions you will attend that best suit your requirements.
- Provide a session leader who will support you throughout your time with us and be your main point of contact.
- Explain the standards we expect from our young people attending the sessions at the centre and discuss your role in supporting them as a positive role model.
- Explain the standards expected of you as a volunteer and support you to reach those standards.
- Arrange catch ups to discuss your volunteering role.
- Do our best to help you in your volunteering role with us and support you to arrange activities or complete the tasks set out in the objectives agreed at the start of your time with us.
- Ensure that all volunteers are dealt with on a fair basis.
- Try and resolve any problems or difficulties you may have fairly while you volunteer with us.
- Provide you with mentoring to ensure you have a basic understanding of safeguarding and health & safety.

As a volunteer, you will:

- Ensure that a parent/ carer supports you within your volunteering role and will be the main point of contact and included in all communications sent between the young volunteer and any personnel within HYCC.
- Perform your volunteering role to the best of your ability, outlined in your personal plan and give as much warning as possible when you are unable to attend.
- Discuss your plans for activities with the session leader, giving plenty of time for equipment to be ordered and the activity to be appropriately scheduled.
- Take guidance from the youth worker to ensure HYCC policies and procedures such as health and safety, online safety, safeguarding, equality and diversity are followed.
- If you are not sure about anything you see or hear, you must report it to your session leader.
- Disclose to your session leader as soon as possible if you have been involved in any criminal activity prior or during your time volunteering at HYCC. And refrain from volunteering until HYCC confirm they are satisfied for you to return.

Note: This agreement is not legally binding and does not constitute a contract of employment.

I accept the voluntary role as described above.	
Signed (Volunteer)	**Date**
Print name	
Signed (Volunteer parent/ carer)	**Date**
Print name	

Young Volunteering Personal Plan
To be completed before starting.

Tell us why you would like to volunteer?
If you are volunteering to achieve an award, please outline the requirements set out within the guidelines. For example, the number of hours, specific tasks, age groups, deadlines.
Are there any specific hobbies or skills you would like to share within the youth sessions?

Young Volunteer Plan
To be agreed before starting.

Agreed start date:
Agreed end date:
Agreed sessions volunteer will attend:
Agreed objectives/ tasks to complete:

Agreed review date:
Signed (Young Volunteer) Signed (HYCC)
Date:

Young Volunteer Evaluation

Did you meet the objectives set out at the start of your time at HYCC? Please describe.
What did you enjoy most about your time volunteering?
Would you like to support the HYCC in future, as a volunteer, youth mentor or youth worker in the future?

Comments from HYCC about your time here.

Signed (Young Volunteer) Signed (HYCC)
Date: