**ABNEY PARK TRUST VOLUNTEER AGREEMENT**

This document is to be read alongside APT’s Volunteer Policy, and other APT policies.

Thank you for agreeing to volunteer with the Abney Park Trust. We’re grateful that you’re willing to donate some of your time and energy to support our work.

We aim to improve our local neighborhood and community by offering this opportunity of active citizenship.

This agreement describes the arrangement between:

Abney Park Trust (“we” or “The Trust”) and

…………………………………………………………………………….. (“you”).

You must sign this agreement below only if you are happy with it and fully understand the terms. If you are unsure about what is expected of you in your volunteering capacity, please seek further clarification from the Abney Park Trust Coordinator.

Please note that if you don’t sign the agreement, you will not be able to volunteer at Abney Park.

What we ask of you as a volunteer:

* To conduct yourself in a manner that upholds the reputation of APT. This includes acting in a manner which treats staff, other volunteers and all service users courteously and with dignity at all times
* To follow APT’s rules and procedures, in respect of health and safety, staff code of conduct, and equal opportunities and confidentiality in relation to staff, service users and other volunteers
* To only undertake work specifically delegated by the Volunteer Supervisor
* To be willing to participate in any training that is offered appropriate to the voluntary role
* To bring to the attention of your assigned Volunteer Supervisor and/or an Abney Park Manager, any problems or concerns you encounter during your voluntary work, so they can be discussed and resolved appropriately
* To work in accordance with APT’s Health & Safety Policy and any instructions, information or training provided
* To report health and safety hazards that you think are inadequately controlled and any accidents and near misses that you experience or witness
* To inform APT of any relevant change in your personal circumstances that could affect your role as a volunteer. These may include changes to your health or any changes in your criminal record
* To give reasonable notice should you wish to terminate your services as a volunteer
* To understand that APT will terminate your services as a volunteer if your behavior or attitude are inconsistent with its principles, policies or practices
* To not drink alcohol or take recreational drugs while volunteering
* To attend necessary induction training and other training from time to time provided by APT or an external company
* To provide referees and apply for disclosure as necessary.
* Photographs and video footage may occasionally be taken during volunteering
sessions. If you do not wish to be featured in these or you do not want such content to be made publicly available in the Abney Park Trust's public communications, please inform us at the time of application and we will ensure your wishes are respected."

**Advisory**

This agreement is not intended to be a legally binding contract between the parties. It is binding in honour only and does not create any legally enforceable rights or responsibilities for either party. Neither Abney Park Trust nor the volunteer intends that any employment relationship be created either now or at any time in the future.

| Signed on behalf of Abney Park Trust |
| --- |
| Name | Signature | Date |
|  |  |  |
| Signed by Volunteer |
| Name | Signature | Date |
|  |  |

|  | 4/5/21 |
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