

START

Potential volunteer contacts SASP to ask about opportunities or sees details of Move More Together and expresses an interest.

Volunteering Project Officer (VPO) makes contact to discuss process and sends out a registration form.

If not suitable, discuss the reasons and look at other possible options.

Completed registration form returned. VPO confirms receipt and agrees a time to meet either remotely or face to face to complete informal interview and risk assessment.

If suitable to proceed, VPO requests references and DBS. Prospective volunteer is kept updated on progress.

- Once satisfactory references and DBS returned, VPO and volunteer complete the induction training. This includes: Safeguarding, Lone Working, Dress Code, Dealing with Confidential Data, Professional Boundaries.
- Expectations and information about the MMT project are discussed.
- The volunteer completes a SASP Volunteer Agreement Form.
- The volunteer receives copies of training, safeguarding pocket guide, ID and volunteering handbook.

VPO will match volunteer with prospective participant and ensure all details are completed by participant.

VPO agrees a time and date for the first meeting to take place and attends initially to introduce the participant and volunteer.

Follow up contact is then made with both parties to check how they are feeling. SASP will continue to oversee all sessions, provide ongoing support and ask for feedback from the volunteer to capture their experience.