



Birmingham Community Matters (BCM)

Bringing volunteers back safely (after a covid break)

A BCM Bite-size session, March 2021



Birmingham Community Matters is a charity registered in England and Wales (1179442)

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Who is here?



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What's involved in getting back to volunteering

- Emotional
- Practical
- Paperwork




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Emotional



- How do you and your volunteers feel about coming back to volunteering/re-opening services?



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Practical



- What do you need to do before people come back?
- What do you need to do when they come back?



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Paperwork




- Risk assessments/policies and procedures
- Track and Trace




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Paperwork examples

- Track and Trace - [sample document](#)
- [Create your own QR code - gov.uk link](#)




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Paperwork examples

- Risk assessment - what you can do to reduce the risk of infection transmission
 - [Sample risk assessment from Friends of Cotteridge Park](#)
- Policy - use this to think about what is important
 - [Sample safe operating policy from Friends of Cotteridge Park](#)



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Get help from Birmingham Community Matters



Everyone has something to learn and everyone has something to teach.

BCM supports small and emerging community groups and projects across Birmingham by bringing them face to face with people who have experience of doing similar things.



Our Community Matters Helpers can help by talking through:

- ♦ The steps needed to set up a community or voluntary group (turning interest into action, choosing a suitable structure, registering as a charity)
- ♦ Ideas for forming links with other organisations
- ♦ Funding applications (demonstrating the 'needs', planning activities to meet those needs, costing projects, identifying suitable funders)
- ♦ Everyday considerations for running your group (establishing policies and procedures, managing finances)
- ♦ Ways to bring people together (promoting your group, recruiting and managing volunteers).

We always end up learning something new too.

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