



Cormonachan Community Woodlands Ltd Volunteer Policy

1. Introduction to the Organisation

The Cormonachan Community Woodlands [CCW] is a not-for-profit Charity (SC050840) and has a Lease with Forestry and Land Scotland to manage 63.9 hectares of an 'Ancient Semi Natural Woodland' called Cormonachan Community Woodlands on the west side of Loch Goil in the Argyll Forest Park by Carrick Castle.

2. Vision and Mission

The Charitable Purposes of the organisation are to conserve, protect, develop and manage the Cormonachan Community Woodlands for the benefit of the Loch Goil communities and visitors to Loch Goil, and in particular: -

1.1. to conserve the natural heritage of the Cormonachan Woodlands, their flora and fauna; 1.2. to manage the woodlands in a sustainable manner and to promote biodiversity; 1.3. to provide access, information and facilities for visitors to the woodlands; 1.4. to promote the woodlands as an educational, recreational, and health resource; and 1.5. to encourage voluntary participation in the work of conservation and maintenance.

3. Volunteer Roles

i. Volunteer Management Board of Members

The organisation shall be managed by a Volunteer Board of Members with a minimum of 4 members and a maximum of 8 who shall be elected at the Annual General Meeting. Members of the Board may be re-elected annually.

ii. Volunteer Woodlands Management Days

Members and non members will be provided with the opportunity to undertake practical work in the woodlands. Tasks will support the outcomes of the Woodlands Management Plan and Annual Work Programme.

4. Matching the right Volunteers to the right Roles

Volunteer roles and tasks will be self selected by the individual who is volunteering, approved by the supervising volunteer if qualifications, training and experience meet the standard set out in the task summary. For example, any chainsaw work or pesticide spraying must be carried out by someone holding the relevant certificates.

5. Positive Induction and Training

All volunteers will receive induction prior to undertaking woodlands volunteering activities. This will include referring to the risks and preventative measures identified in the risk assessments. Volunteers would have to be provided with training and certificates to undertake specialist activities such as chain sawing & pesticide spraying.

6. Health & Safety and Insurance

Risk assessments have been produced and are shown on line and a hard copy kept in a folder in the CCW storage shed. All volunteers will receive induction based on these risk assessments. Insurance covers third party liability for committee and members with annual certificate displayed in the Red Squirrel Hide.

7. Expenses

Out of Pocket expenses for volunteers will only be paid under exceptional circumstances, these will be put to the Board for approval.

8. Saying Thank You

Volunteers will be thanked in person for undertaking activities on organised volunteers days by the supervising volunteer (Volunteers Leader or Team Leader). They will also receive a "Thank You" e-mail from the CCW Volunteers Leader.

Volunteer hours will be recorded to be exchanged for woodland products or training courses.

9. Confidentiality

Personal and medical information will only be shared with those who need to know, i.e. the volunteer Team Leader supervising the activity.

10. Photography and Social Media

Permission will be requested from individuals or their guardians before photographs are taken. This permission will include the use of the photographs on social media, including but not exclusively on the CCW website and Facebook pages.

11. Review

Reviews will be carried out on a regular basis with reports made to the Board.



Contact the Secretary, Cormonachan Community Woodlands Ltd.
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