

VOLUNTEER INDUCTION CHECKLIST

To be carried out by the relevant musician

- Copies of safeguarding policy and code of conduct provided. Volunteer to be signposted to all other policies on Musical Connections’ website
- Explanation of the following:
 - Requirements of your role
 - What to expect/any particular participant needs to be aware of
 - Expected behaviour towards participants
 - Expected behaviour towards care staff, admin assistants, managers, support workers
 - Importance of communication and working together
 - Importance of avoiding potentially compromising situations
 - Access issues eg always being aware of how people can get out quickly
 - Fire procedures and important information regarding building/working environment.

NOTE: Musician is not allowed to hand out security codes to volunteers

- Musician’s contact details provided
- Volunteer questions

Please sign to confirm that all of the above points have been covered during the induction:

Name.....

Signed.....

Date.....

