

# COVID-19 Volunteer Policy



WaterAid  
Festivals  
2021

This policy document covers the protocols WaterAid has put in place to protect volunteers while volunteering at an event during the COVID pandemic, and in the period following the pandemic where there is still a risk of contracting and spreading the virus. Volunteers are required to adhere to all protocols listed and follow all directives onsite to ensure a safe working environment is provided to all.

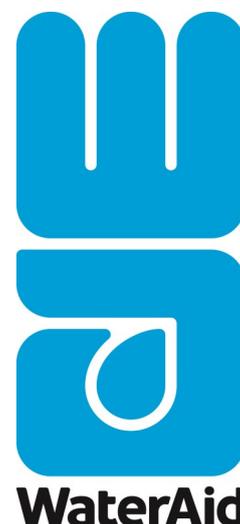
In light of the current COVID-19 pandemic, there are particular risks associated with attending any outdoor gathering or event. WaterAid will take reasonable steps to comply with any relevant guidelines intended to reduce the spread of COVID-19 and will make you aware of these measures.

All volunteers applicants and staff will be provided with this document before applying to volunteer with WaterAid and will be asked to indicate that they agree to follow all measures listed throughout this document. WaterAid is a charity focussed on Water, Sanitation and Hygiene, with a strong moral commitment to not do anything that would contribute towards the spread of COVID-19. Volunteers will be representing WaterAid and failure to follow safety protocols not only puts volunteers and others at greater risk, but also puts WaterAid's reputation and integrity at risk.

If any of these measures are not adhered to onsite, volunteers risk being asked to leave site and losing their deposit.

Safety of volunteers and staff is a shared responsibility. While WaterAid has put in place the following precautions, we can only do so much to keep volunteers safe at our events, and this is equally influenced by the personal conduct of our volunteers.

Please contact the WaterAid festivals team at [festivals@wateraid.org](mailto:festivals@wateraid.org) to discuss any particular situations if required.



## Before the event

### 1. Our commitments to volunteers

WaterAid will keep up to date with any government COVID-19 guidelines on volunteering and attending events and will ensure these are included in all event planning documents and COVID-19 processes. We will complete risk assessments for each event to cover the usual hazards and risks associated with being onsite at an event, as well as any extra COVID-19 hazards and risks. WaterAid is committed to ensuring we adequately inform volunteers of any risks volunteers may be exposed to when attending an event on our behalf, so as to support their decision on whether they are comfortable with these risks prior to attending the event.

WaterAid will only attend events that we have assessed as having adequate health, safety, and security measures in place. We will then work with event organisers to ensure all of their COVID-19 safety protocols and guidelines are integrated into our own processes for the event and that these are passed on to volunteers as soon as possible, for example where events are implementing extra precautions such as COVID-19 passports, mass testing and temperature checking.

We will ensure that appropriate insurance is in place.

### 2. Our expectations of volunteers

Volunteers will need to follow any government guidance and rules in place at the time of volunteering, including any travel restrictions for the country or region you live and/or the event is held.

In line with government guidelines, to help reduce the spread of COVID-19, WaterAid ask that staff and volunteers do not attend the event if:

1. They have tested positive for COVID-19 within 14 days of arriving on-site at the event;
2. They are awaiting results of a COVID-19 test due to a possible exposure or illness;
3. They display any symptoms of COVID-19;
4. They live with somebody who is displaying symptoms of COVID-19, or who is suspected of having or has tested positive for COVID-19 within 14 days of arriving on-site; or
5. They are otherwise required to self-isolate.

If volunteers are unable to attend the festival for any of the above reasons, they will be entitled to claim back their deposit, as per the deposit terms and conditions.

WaterAid staff and volunteers will need to comply with any extra measures put in place. Should these incur a personal cost to volunteers, these can be claimed back. This may vary by event and we will clarify any amounts able to be claimed when we have further information from events.

## At the event

### 1. Our commitments to volunteers

WaterAid will take all reasonable measures to provide a safe environment in which to work, including the provision of protective equipment. We will put in place safety protocols and processes based on current guidance and will keep these updated as required. We will provide training before the event and onsite at the event on any new procedures, for example, updated cleaning processes based on the current environment.

Our commitment to keep volunteers safe extends for the whole event and not just when volunteers are on shift, we commit to providing safe overnight arrangements where necessary.

WaterAid will have procedures in place for if a WaterAid staff member or volunteer experiences any COVID-19 symptoms while onsite, including a designated isolation area, reporting processes and assisting with leaving the site if necessary.

### 2. Our expectations of volunteers

While onsite at the event, particularly while on shift, it's important that you wash or sanitise your hands regularly, maintain any social distancing required and gloves must be worn and disposed of properly while carrying out any cleaning or handling any used PPE.

It is also our expectation that volunteers will be required to wear a face mask at some point on shift, especially if your role involves cleaning.

## After the event

### 1. Our commitments to volunteers

WaterAid collects the necessary contact details for all volunteers. This means that if a WaterAid staff member or volunteer tests positive for COVID-19, in the 14 days after attending the event, WaterAid will notify any other volunteers that this person may have come into contact with. WaterAid will also notify the event of any positive test results, in accordance with their procedures.

### 2. Our expectations of volunteers

If they test positive for COVID-19 in the 14 days after attending the event, volunteers will need to inform WaterAid as soon as possible. We will only use this data to notify other volunteers and the event administrators. We will not share any of your personal data unless absolutely necessary in order to protect public health.

## Cancellation

WaterAid will let volunteers know as soon as possible if an event is cancelled and will refund their deposit as per the deposit terms and conditions. Volunteers may also be able to claim back any travel expenses already incurred as per the volunteer agreement. If the event is called off part way through the event, WaterAid will support volunteers to leave the site safely following event guidelines. Deposits will then be returned via the deposit reclaim form, as per the Deposit Terms and Conditions.

## WaterAid commits to providing a safe environment in which to volunteer, this is only possible with your commitment to the following statements;

1. I understand and accept that I will be attending the event and using any facilities on-site at my own risk.
2. I will not come onsite if I have tested positive for COVID-19 in the 14 days prior to the event, if I am awaiting results of a COVID-19 test, If I am displaying any symptoms of COVID-19, if I live with somebody who is displaying symptoms of COVID-19 or who has tested positive for COVID-19 in the 14 days prior to the event or if I am otherwise required to self-isolate.
3. If any of the above circumstances apply to me, I will let WaterAid know as soon as possible so alternative arrangements can be made.
4. I will complete all online training modules before arriving onsite, including the section on COVID-19
5. I agree to undertake any extra precautions such as vaccine passports, mass testing and/or temperature checks put in place by the event. I understand that if I don't, I will not be able to attend the event as a WaterAid volunteer and risk losing any deposit paid as per the deposit terms and conditions.
6. I will properly use and dispose of any personal protective equipment (PPE) provided to me while on shift
7. I will let WaterAid know if I experience any COVID-19 symptoms while onsite at the event
8. I will follow any COVID-19 health and safety guidance or procedures as directed by WaterAid and/or event staff
9. I will let WaterAid know if I test positive for COVID-19 in the 14 days after the event

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