



Frequently asked questions for YQ Volunteers working in schools



Are Disclosing and Barring checks necessary?

Whether or not you need to have a Disclosing and Barring check will depend on the requirements of the school. Please check this with the Head Teacher. If you are working in the school along side a school staff member who is background checked by the school, you may not be required to have a check yourself. The Quilters' Guild can provide a check if required (at no cost to you or the school). Contact the Guild Administrator Carol Bowden (admin@quiltersguild.org.uk) to arrange for a check. In some cases, schools will require you to have a check done by the school as well.

What insurance do I need?

If the YQ event is happening on the school premises, please see the Head Teacher about insurance cover and requirements. If you would like an event to be covered by The Guild insurance, please see the form YQ06 YQ INSURANCE CHECKLIST for procedures to follow.

Do I need to do a risk assessment of the activities?

Please discuss procedures for risk assessments of activities with the school staff members who you organise the activities with. You may wish to use the template provided for YQ events YQ07 YQ WORKSHOPS - RISKS AND RESPONSIBILITIES.

Do I need to be First Aid trained in order to hold an event in a school?

When you are organising your YQ event, find out who the designated first aider is at the school and how to contact them in an emergency.

What safeguarding issues do I need to be aware of in schools?

Please refer to The Guild's **Child Protection Policy** and Child Protection and Health and Safety Guidelines in the **YQ Volunteer Handbook** (pages 16-20), particularly the **Volunteer Code of Conduct**. These are available online at:

<http://www.youngquilters.org.uk/blog/child-protection-policy.html>

<http://www.youngquilters.org.uk/blog/volunteer-handbook.html>

Will the school I'm working with receive the YQ Newsletter?

As a YQ volunteer, you will receive the *YQ Newsletter* which you may wish to share with the school. If the school would like to sign up for a Schools Subscription, the cost is £10 and they would receive three copies of each issue. They may subscribe via the Guild website www.quiltersguild.org.uk or by ringing 01904 613242.

Can the school I'm working with enter the Guild AGM or Festival of Quilts competitions?

Yes! Details for entering the AGM competition are usually in the autumn *YQ Newsletter* and on the YQ website <http://www.youngquilters.org.uk/blog/competitions/>. Details for the Festival of Quilts competition are on the website www.thefestivalofquilts.co.uk

Where can I get materials from?

Our sponsor Coats Crafts UK may be able to supply you with material for your activities in the school. Contact the Young Quilter Project Leader at yqpl@quiltersguild.org.uk or 01904 613242 to discuss what you need.

Do the children at the school need to be YQ members? Can they join for free?

Participants do not need to be YQ members, but they can sign up for free when they attend their first YQ event. Please ask if you need membership forms and ensure that full address details are completed on the membership forms.

If you have any other questions or need help to get started, please contact the Young Quilter Project leader at 01904613242 or yqpl@quiltersguild.org.uk