Swim England Bedfordshire Policy for Volunteers Assisting at County Galas

SE Bedfordshire County Executive would like to recognise the hard work and dedication of our volunteers.

Under the licensing agreements with Swim England, we have a policy to reimburse volunteers for their expenses and to ensure volunteers were aware of what was required and were supported in their roles. We have made every attempt to make this a fair and equitable policy.

This policy covers qualified technical officials and poolside volunteers assisting at County galas, thereafter known as volunteers.

Travel - Travel expenses will be paid as follows:

1. Volunteers travelling from their home will be reimbursed a return journey at a rate of 45 pence per mile for volunteers assisting at all sessions on one given day or days;

2. Volunteers that volunteer to work incomplete days (e.g., only one session of two, or two of three) will not be considered for reimbursed travel;

3. Volunteers who travel to an event for training or poolside mentoring may not count the session(s) as counting towards claiming travel for that session as they are not considered working under this policy;

4. Where people travel together in the same vehicle, only one travel claim can be made;

5. Rail travel and Public Transport – standard fare or discounted fares that are available and suitable. All claims for rail and Public Transport must be supported by receipts;

6. Car park charges with receipts.

Other

1. In accordance with the Association's constitution, the Executive committee shall have power to authorise the timely payment of remuneration and expenses to any Officer, representative of the Association and to any other person or persons for services rendered to the Association.

2. The Treasurer shall make such payments in accordance with the policies set by the Executive committee.