



BabyGoRound Policies

1. Criminal Record Check

To protect the health, safety, well-being and rights of our clients, BabyGoRound requires that any volunteer who works directly with, who has or may potentially have, unsupervised access to individuals BabyGoRound supports, must be cleared for such work based on a vulnerable sector criminal record check through the Province of BC's Criminal Records Review Program. Any volunteer that the Criminal Records Review Program determines poses a risk to vulnerable adults or children cannot work with BabyGoRound clients; and alternative volunteer opportunities may be discussed. Criminal Record Checks will need to be resubmitted upon expiry, which is every 5 years.

2. Confidentiality Policy

As a volunteer at BabyGoRound, you may have access to sensitive and proprietary information about our clients, donors, partners and other volunteers. Confidentiality is the preservation of privileged information. While we encourage our volunteers to discuss the organisation within their networks, volunteers are cautioned to demonstrate good judgement, and not disclose or use that information, in a way that would make the identity of others known, except when appropriate in your work.

BabyGoRound collects and uses client personal information for the purposes of ensuring its services best meet the client's needs. BabyGoRound does not disclose client personal information without the client's consent except to its volunteers and employees who perform services for BabyGoRound, or when required by a government body or agency or as permitted by law. If a story or testimonial has been shared publicly, proper consent has been obtained and resharing would not violate the Confidentiality Policy.

3. Non-discrimination Policy

BabyGoRound is committed to providing its services in a manner that respects the dignity of all. We deeply value our community of volunteers and donors, as well as clients and staff, who come in contact with our organisation daily. BabyGoRound does not and shall not discriminate on the basis of race, colour, religion, ancestry, gender identity, sexual orientation, disability, family status, marital status or age, and believes that no person should be excluded from receiving our services, employment or volunteer participation on these basis.

4. Dismissal Policy

Volunteers are an invaluable resource to BabyGoRound and our primary aim is to encourage and support their contributions to the organization. However, it is also recognized that there may be times when a volunteer does not adhere to the policies and procedures of the organisation and needs to be counselled, disciplined and perhaps dismissed. Disciplinary action shall range from verbal warnings to immediate discharge, depending on the seriousness of the offence in the judgement of management. Possible grounds for action may include: gross misconduct; theft of property; misuse of organisational material; abuse or mistreatment of clients, staff or other volunteers; and not abiding by policies and procedures.