



## Reasonable Adjustment Policy November 2024

**1. Purpose** This policy outlines the commitment of the Litter-Picking Group to provide reasonable adjustments to ensure that all volunteers, regardless of disability or other needs, can participate fully in our activities.

**2. Scope** This policy applies to all volunteers and committee members of LitterfreeSB

**3. Definition of Reasonable Adjustments:** Reasonable adjustments are changes or modifications that remove or reduce barriers to participation for individuals with disabilities or other needs. These adjustments ensure equal opportunities and access to all aspects of volunteering.

**4. Commitment:** The Litter-Picking Group is committed to:

- Identifying and removing barriers to participation.
- Providing appropriate adjustments to meet the needs of volunteers.
- Ensuring an inclusive and supportive environment for all volunteers.

**5. Types of Adjustments:** Adjustments may include, but are not limited to:

- **Physical Adjustments:** Providing accessible equipment, modifying litter-picking routes to avoid difficult terrain, ensuring accessible meeting locations.
- **Communication Adjustments:** Offering information (upon request) in alternative formats (e.g., large print, audio), providing sign language interpreters.
- **Support Adjustments:** Allowing a support person or assistant to accompany the volunteer, providing additional breaks during activities.
- **Training Adjustments:** Adapting training materials and methods to suit individual needs.

**6. Requesting Adjustments** Volunteers can request reasonable adjustments by:

- **Informing the Group Coordinator:** Volunteers should inform the group coordinator of their needs as soon as possible.
- **Providing Details:** Volunteers should provide details of the adjustments required and any relevant medical or professional advice.
- **Confidentiality:** All information provided will be treated confidentially and only shared with those involved in implementing the adjustments.

## 7. Assessment and Implementation

- **Assessment:** The group coordinator will assess the request in consultation with the volunteer and, if necessary, seek advice from relevant professionals.
- **Implementation:** Approved adjustments will be implemented as soon as possible. The group will make every effort to accommodate the needs of the volunteer.
- **Review:** Adjustments will be reviewed regularly to ensure they remain effective and appropriate.

**8. Funding and Resources** The group will allocate necessary resources and funding to implement reasonable adjustments. Where external funding is required, the group will seek appropriate grants or support.

**9. Monitoring and Review** The effectiveness of this policy will be monitored through:

- **Feedback:** Regular feedback from volunteers on the effectiveness of adjustments.
- **Records:** Keeping records of adjustments made and their impact.
- **Annual Review:** An annual review of the policy to ensure it meets the needs of the group and its volunteers.

**10. Contact Information** For any questions or further information regarding this policy, please contact Frank Page on 07913268164