



CORONAVIRUS 2020

VOLUNTEER SCHEME - PROCESS

Resident in need will obtain the CPC Clerk's contact details from the distributed leaflet, social media, website, or family/friends.

Upon receipt of a phone call from a resident in need, the CPC Clerk will discuss the services required, and will take information pertaining to the request; location, contact information, and age and health issues if necessary. A dated log will be kept of all requests.

The CPC Clerk will choose a volunteer based upon location and services offered, and will then check the availability of that volunteer. This process will be duplicated until such time as a volunteer is allocated. The information will be logged.

The CPC Clerk will contact the resident in need in order to provide the name of the allocated volunteer. This is essential in order to alleviate any worries with regards to scams.

The volunteer will contact the resident in need to arrange the services required.

The volunteer will allow the resident in need to contact them directly should they need anything else during their isolation.

The resident will contact the CPC Clerk should they need anything else during their isolation

