**FESTIVAL VOLUNTEERS’ TERMS AND CONDITIONS**

* All Volunteers must be 18 years old or over.
* Volunteers must provide proof of identity by a digital photograph and a passport or driving license number.
* Volunteers are responsible for arranging and paying for their own transport to and from Festival events. Please see the website ([www.canterburyfestival.co.uk](http://www.canterburyfestival.co.uk)) for more details about the Festival venues.
* Although Volunteers give their time freely, they agree to support the Festival by undertaking the tasks required as directed by the Festival Staff.
* Volunteers agree to support, as a minimum, the events and duties to which they have been allocated as confirmed (with possible agreed amendments/additions) with the Festival.
* Volunteers agree to arrive at the stated duty time and to remain on duty until released by Festival staff.
* In the unlikely case that Volunteers cannot for any reason report for the events/duties they have been allocated, they will inform the Festival at the earliest possible opportunity.
* Absence from agreed events/duties without good reason or giving prior notification to the Festival will jeopardise future opportunities to work with the Festival.
* In accordance with the Health and Safety at Work Act 1974, employees, Volunteers and others engaged in activities have a duty to take reasonable care to avoid injury to themselves and/or to others in all activities.
* The Festival’s Equality policy seeks to ensure that no person is given less favourable treatment, consideration or are disadvantaged in any way on the grounds of age, disability, gender, marital status, race, religious beliefs, sexual orientation or any other individual characteristic which may unfairly affect a person’s opportunities in life. Volunteers are expected to respect this policy and conduct themselves accordingly.
* All persons engaging in volunteering activities should take proper care of their personal belongings. The Festival will try to allocate safe storage spaces at venues but cannot be responsible nor accept liability for any loss of or damage to personal belongings.
* The Festival holds personal data in compliance with the General Data Protection Regulations. All persons have the right of access to the information being held about them and no information will be disclosed to third parties without their consent.
* Photographs may be taken at events which are sometimes subsequently used for publicity purposes. If anyone does not wish to be featured in publicity under any circumstances, it is their responsibility to inform staff.