**Mearns Kirk Helping Hands**

**Moving and Positioning (People) Policy**

At Mearns Kirk Helping Hands, we recognise that some of our members and volunteers may have mobility issues, use walking aids or wheelchairs. This may mean that they require assistance at times. This could include:

* Getting into or out of a chair.
* Getting into or out of a car.
* Moving around the halls.
* Moving around outside (this particularly applies to Befriending, or when going on outings).

It is important that people are given assistance in the correct way. Incorrect assistance could lead to falls or other injuries to both the person being assisted and the person giving assistance.

To make providing assistance as safe as possible, we provide free Moving and Positioning training to all staff and volunteers who wish to undertake it.

It is your choice to undertake this training, and there is no expectation that either staff or volunteers provide assistance. If you do not want to undertake this training, we will ensure you are in a role which does not require this training.

However, if you want to give assistance to our members, you MUST have an up to date Moving and Positioning certificate. Our Volunteer Coordinator will give you details on how to gain this certificate, via either online or face to face training.

If you do provide assistance to anybody in the course of your paid work or volunteering with Mearns Kirk Helping Hands and you do not have an up to date Moving and Positioning certificate, you do so at your own risk. Mearns Kirk Helping Hands will not accept liability for any injury caused to you or the person you are assisting. Providing such assistance without the correct training would void our insurance, and therefore we cannot accept liability for any incidents or accidents caused in this way.

***Approved by MKHH Trustees***

***December 2023***