



POLICY INDEX

Status	Title	Date updated	To be checked
Adopted	Child and Vulnerable Adult Protection	Feb 2011	Feb 2012
	Next date for CRB checks Committee Jenny Sarah ISA checks Have all staff and volunteers seen the policy Check the incident log book		Cancelled  monthly
Adopted	Code of Conduct	Sep 2008	Mar 2011
	Check the incident log book Have all staff and volunteers seen the policy Any feedback following performance reviews		monthly
Adopted	Comments, Compliments and Complaints	Feb 2011	Mar 2011
	Visitors aware of procedure Check the incident log book		monthly
Removed	Criminal Records	Sep 2008	
Adopted	Diversity	Feb 2011	Mar 2011
	Have all staff and volunteers seen the policy No checks needed		
Adopted	Environmental Policy	Feb 2011	Feb 2011
	Everyone aware of policy		
Adopted	Equal Opportunities	Feb 2011	Feb 2011
	Everyone aware of policy		
Adopted	Food Policy	Sep 2008	Feb 2011
	Everyone aware of policy		
Adopted	Health and Safety	Feb 2011	Mar 2011
	Safety Officer name displayed Fire Officer name displayed		



Dunton Community Garden Group

Registered charity no. 1113186

	<p>Everyone aware of location of extinguishers          Everyone aware of evacuation procedure          Assembly points signposted          First-aid Officer name displayed          Everyone aware of where first aid resources are          Equipment checked annually          Check the incident log book</p>		<p>Apr 2010          monthly</p>
Adopted	Induction	Sep 2008	May 2010
	No checks needed		
Adopted	Lettings	Dec 2010	Dec 2011
	No checks needed		
Adopted	Personal Information	Sep 2008	Feb 2011
	No checks needed		
Adopted	Recruitment of ex-offenders	Sep 2008	Feb 2011
	No checks needed		
Draft	Sickness Absence - not ready for review	Mar 2010	Mar 2011
	No checks needed		
Draft	Financial Reserves - to ready to publish	Mar 2010	Apr 2011
	No checks needed		