



Developing and Updating Operational Policy

Registered Charity No. 20154240

Version: 2024-01-29

Purpose:

This policy ensures operational policies are developed thoughtfully, approved by the Board, effectively implemented, and kept current, supporting the charity's mission and compliance with legal obligations.

Policy Development:

Collaborative Process: Engage staff, volunteers, and stakeholders in developing policies to ensure comprehensive perspectives.

Research and Best Practices: Incorporate legal advice, sector standards, and best practices in policy formulation.

Board Oversight:

Approval and Adoption: The Board reviews and approves all policies to ensure alignment with the charity's mission and legal requirements.

Regular Review: Policies are reviewed periodically or as required by changes in legislation or operational practices, to maintain relevance and effectiveness.

Implementation and Monitoring:

Communication: Newly developed or revised policies are communicated to all relevant parties through appropriate channels.

Training: Provide training and resources to ensure understanding and compliance.

Feedback Mechanism: Establish a process for collecting feedback on policy effectiveness and areas for improvement.