

CODE OF CONDUCT FOR REHABILITATORS AND FUND RAISERS

General Rules

1. Any person wishing to carry out fund raising for Raptor Rescue must have a current letter of 'Authority to Fund Raise' issued by the Board of Trustees before he/she starts to participate in such activities.
2. It is desirable that they have and display a photo ID badge supplied by Raptor Rescue.
3. Any person using a Raptor Rescue collecting box or bucket shall be required to sign for it and agree to comply with the guidelines.
4. On completion of each and every fund raising event, full and detailed accounts shall be forwarded to the treasurer, no later than 14 days after the event.
5. No expenses incurred to be taken from any funds raised. At the discretion of the Board of Trustees, bona fide expenses, accompanied by appropriate receipts, will be reimbursed on submission of a claim to the Treasurer.
6. All rehabilitators must follow the guidelines set out in the Raptor Rescue Code of Practice.
7. Your status within Raptor Rescue cannot be exaggerated e.g. if you are a rehabilitator then you must not say or give the impression that you are an accredited rehabilitator.
8. Any request for a quote from any media source must be referred to the Chairman in the first instance or any other Trustee who is available.
9. Raptor Rescue does not currently have a policy for ringing rehabilitated birds. Rehabilitators cannot ring any bird in their care unless they hold an appropriate BTO licence and are acting as a BTO ringer.
10. Should the Trustees have reasonable cause to believe that any fundraiser has not complied with the rules, he or she may be required to appear before the Board of Trustees, or provide a written explanation. If any member ignores such a requirement their membership may be terminated. The Trustees may also terminate their membership if not satisfied with any explanation given. The Trustees also reserve the right to withdraw, from any person, permission granted to use Raptor Rescue Charity status to raise funds.

USE of LIVE BIRDS

1. If using live birds at any fund raising event on behalf of Raptor Rescue, then you must have a copy of the Raptor Rescue Insurance policy, available from the Treasurer.
2. Insurance Covers: Public Liability Cover for Static Displays & Talks with Birds of Prey, up to 150 per annum. Cover is extended for members to

walk around public events holding a tethered bird of prey on the gloved hand.

Conditions Precedent: static displays to be held in a cordoned off area, Raptor Rescue members to be in attendance at all times, any members of the public handling a bird must be supervised at all times, any members of the public handling a bird must be gloved at all times, no children under the age of 5 to handle birds.

3. It is at the discretion of the RR person in charge of the event as to whether any handling/stroking takes place unless told by the event organiser that no handling/stroking is allowed.
4. Any person using live birds whilst engaged in fund raising must adhere to the following:
 - a) The welfare of the birds is of prime importance.
 - b) Birds used must be captive bred or wild socially disordered and registered as such (if necessary) together with an exemption certificate to show the bird.
 - c) Birds must NOT be physically disabled.
 - d) Birds must be well manned.

POINTS TO CONSIDER:

Shade, handling, condition of bird, water supply, water spray, equipment, suitable and secure for species used.

USE of COLLECTING BOXES & BUCKETS

Legal requirements relating to the use of collection boxes generally

1. Guidelines for street collections contained in a Schedule to the Charitable Collections (Transitional Provision) Order 1974 have been adopted, with minor variations, by the Metropolitan and City districts of London, and all other District Councils. The House-to-House Collections Act 1939, and the House-to-House Regulations, 1947, apply nationally, with some variations in Scotland. Copies of relevant laws and regulations should be available from the respective authorities above, and fundraisers are advised to be familiar with them. Applications for permission to hold street and house-to-house collections should be made to the local Town Hall; or in the Metropolitan district of London to the Metropolitan Police. A copy of any such application should be sent to the secretary of the charity.
2. The Guidelines require that for public collections all boxes shall be properly labelled, numbered and sealed.
3. All boxes shall display prominently the title of the charity or fund that is to benefit, and bear a number held in a register by the promoters licensed to hold the collection.
4. No person may assist or take part in any collection unless in possession of a written authority signed by an officer of the charity. Any person

authorised as above shall produce such authority forthwith for inspection on being requested to do so by a police officer.

Boxes left on private premises

1. Boxes not used as above (e.g. those left in shops, pubs, clubs, etc.) should still comply with (2) and (3) above. In addition, a contact telephone number should be shown of an office authorised to arrange the prompt emptying of the box. Boxes should be emptied regularly, at least every six months, and preferably in the presence of the boxholder. Authority and identification should be shown, and the box holder given a receipt.
2. Details of where each collection box is being used should be sent to the secretary of the charity.
3. Box seals should be checked and any sign of tampering should be reported to the authorised promoters of the collection. On no account should any attempt be made to re-use seals.

History

2004 - Use of Collection boxes & buckets added

2009 – General updates to General Rules & Use of Live Birds