



Support Group Cancellation/Illness Policy

Aim of Treasure Chest Group

To promote, support and encourage breastfeeding in the York area. All our information is in line with UNICEF BFI standards.

We are aware that some people may wish to use the term chestfeeding instead of breastfeeding and may not identify as a mother and we will use the terms the person wishes to use.

If a Peer Supporter (PS) cannot attend a support group, it is important to let people know so that parents do not attend, expecting help, to find that there is none available.

If the PS knows in advance that they cannot attend, they should arrange a swap with someone else on the rota or make alternative arrangements.

If it is the day of the support group, please follow the procedure below:

Procedure for all groups:

1. People's mobile numbers will be on the rota so that a PS can let someone they are on with know that they can't be there. PS's can also use the Whatsapp group.
2. We will also have the contact details of the venue on rota emails (phone number etc.) so that anyone on the rota can let them know if we have to cancel.
3. The PS who is ill/has ill children firstly contacts the person they are on with to let them know.
4. They then use the Whatsapp group to try and find a replacement.
5. If no-one can replace them and there are not enough PS's to run the group, the PS rings the venue and asks them to put a cancellation sign up.
6. The PS posts on Beyond and MUMbler (or asks a specific person that they KNOW is able to do this) that the support group is off this week, and that they can find help at the next support group or by ringing the National Breastfeeding Helpline on 0300 100 0212.
7. PS's should not run groups alone.

Rota Co-ordinators:

Rota co-ordinators are not responsible for ensuring there is coverage, except for what they have put on the rota. It is the responsibility of the PS's themselves to find cover if they are ill, or to cancel the support group if they are unable to attend.

Responsibilities

The Treasure Chest Secretary will liaise with trainers and the wider Committee to ensure that this policy is circulated to all Peer Supporters on completion of their training.

It is the responsibility of individual Peer Supporters to familiarise themselves with this policy and to read and understand its content.

Date of last review: September 2022

Reviewed by: Helen Wyrill

Date of next review: September 2023