



**Swansea Asylum Seekers
Support**
Registered Charity: 1175186
Web: www.sass.wales
Email: vol.sbassg@gmail.com

Boundaries and Volunteer Guidelines

Boundaries - "Drawing a line" between volunteering and the rest of our lives

When we volunteer it is important that we don't let volunteering take over too much of the rest of our life. For example we need to be clear about the following:

- Who do we give our home telephone numbers to?
- What about our mobile numbers?
- How much time are we prepared to spend?
- Are we prepared to give or lend money?
- What is the boundary between our personal life and being a volunteer?
- What parts of our personal life do we want to keep private? From whom?
- What are we prepared to do and what for us is "too much" – whether this is in terms of the time we give or the pressure or responsibility we are willing to take on?

**SASS is a friendship organisation and therefore has fewer "set boundaries".
Many decisions you make on your own personal boundaries will be your own.**



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Volunteer Guidelines

- Don't ask people why they have sought asylum – this is often very personal and painful to talk about. If people want to tell you they will.
- Keep any personal information confidential - as it could affect someone's case. If you are given information that worries you, contact our *Volunteer Development Worker
- If you are kind enough to lend or give money (**and NEVER feel you have to!**), be discreet. It is better not to do it in full view
- Don't give advice. If you are sure about specific pieces of information – then that's fine, but usually ask one of the "regulars"
- If you are concerned about boundaries or if you want to talk about your volunteer role, or an activity you want to run, contact our *Volunteer Development Worker. If you want to volunteer with the children, talk with Welcome to Play's *team leader or *manager. Volunteering with children must always be within the Welcome to Play room unless authorised otherwise by their *team leader or manager.
- Our child safety policy says that you need to talk with our *Welcome to Play leader, or their *manager if you have concerns over a child's safety.
- If you are giving people lifts, talk to the *Volunteer Development Worker first.
- If you see an adult personally away from the drop-in, that is your responsibility. **However** if you plan to give a lift or visit a family with children or young people, please talk with the *Volunteer Development Worker first.
- If you want to lead an activity away from the drop-in in the name of SASS, then talk with the Volunteer Development Worker first to make sure that it is something we can cover with our insurance.
- For any issue relating to language teaching, please talk to our *English Language Manager

***Contacts**

Volunteer Development Worker	Tel: 07853 717017
Welcome to Play manager	Tel: 07846 542687
Welcome to Play Team leader	Tel: 07775 438487
English Language Manager	Tel: 07507 870104

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