



Declaration of Association

Summary for staff and volunteers of Open Arms

Open Arms Programs are all group based. As a volunteer, you will never be alone with the children we serve. Therefore, to safeguard both children and volunteers, if you are associated with other welfare homes or have other roles within the welfare homes where Open Arms already works, you need to let us know. This association may arise from volunteering with another organization, or from sponsoring a child in a welfare home, or being involved in tutoring or mentoring.

This is not to prevent you from volunteering with other organizations, but for the transparency of our operations. We ask our volunteers to fill the Declaration of Association annually and update it if your associations change. This includes volunteers who have no associations with other organizations. If you are applying to become a volunteer with Open Arms, completing the form will be part of the application process.

If you have any questions, you may contact safeguarding@theopenarms.org

The form will ask the following questions:

1. Your Name and Date of the form submission

2. Associations with Welfare Homes

Choose between:

- a. Sponsor a child or children in a welfare home
- b. Mentor a child or children in a welfare home
- c. Work for another organization associated with welfare homes
- d. Do not have any associations with welfare homes outside of Open Arms

If you choose d, then you may submit the form. Otherwise, answer all questions.

3. 1:1 Contact with Children

Choose between:

- a. Work involves 1:1 contact with children (that is, on your own with 1 child)
- b. Work is on your own with groups of children
- c. Never on your own with the children you work with
- d. Work with welfare homes but not directly with children

If you are working with a child or children online, answer this question as if the contact was in person, but specify that you work online in question 4.

4. Description of the work you do

5. Names of child or children and the welfare home(s) you work in

6. Details of the organization you work with

7. Name(s) of contact person at the welfare home(s)