



Care4Calais  
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Sangatte

[www.care4calais.org](http://www.care4calais.org)

## **Volunteer Agreement – Care4Calais**

This agreement sets out what you can expect from us and also what we and our partners expect from you. You need to agree to all of this before starting with us.

### **The Service provided by Care4Calais**

Care4Calais will provide the services described below, subject to the terms of this agreement. As Care4Calais is run entirely by volunteers, all volunteers are expected to work with a degree of independence however Care4Calais or its partners will provide:

- Organisation of tasks so that your time is well spent gaining experience and helping the refugees.
- Daily briefings with information on our operation, health and safety, the status of the situation in Calais and current tasks.
- Comprehensive pre-departure information and advice, via their website, phone and email.
- In-country support, which includes: answering questions, providing advice and emergency support, daily briefings, and the organisation of occasional social events.
- At the warehouse: tea, coffee, refreshments and lunch.

### **Volunteers' Obligations**

By securing a volunteer placement with Care4Calais you acknowledge that you are:

- Aware that all costs attributed to the volunteer placement will be borne by you – Care4Calais is not responsible for any costs associated with your volunteering placement unless otherwise agreed in advance.
- Obligated to obtain comprehensive travel and medical insurance to protect yourself against losses caused by travel arrangement cancellation, loss or damage of baggage, and emergency medical expenses. Care4Calais will not be liable for any losses howsoever incurred.
- Responsible for providing Care4Calais with complete and accurate information about yourself and medical history, including any physical or mental conditions that might make you unable to perform or safely complete the placement

### **While on the volunteer placement you must:**

- Be at the warehouse by 9:30AM for our daily briefing and complete the tasks set to the best of your ability.
- Sign in every day you are working for us.
- Aim to complete a full day's work.
- Work at least 6 days for every week on the placement and co-ordinate with us about which day you take off.
- Comply with all relevant laws and regulations and be aware that you will be working with refugees not recognised by the French government.
- Observe all Care4Calais' aims, objectives, and health and safety guidelines, taking care to not undermine or damage the work Care4Calais does.
- Respect the values and dignity of the refugee population in Calais and avoid behaviours (such as inappropriate dress or physical contact) that are culturally unacceptable to them.
- Not post any comments on social media that could in any way harm Care4Calais' work.

### **Physical and Intellectual Property and Data Protection**

- You will replace any property that is lost or damaged through any careless or negligent behaviour.

Registered UK charity number 1169048

Registered French association number W626003482

- All photographs, reports or documentation relating to Care4Calais projects will remain the property of Care4Calais and Care4Calais retains the rights over the use and dissemination of such materials for its commercial and promotional purposes, including, but not limited to, the posting of any photographs containing your image while on the trip on its website, brochures, or other marketing, promotional or informational medium.
- Care4Calais sometimes shares volunteer contact information (primarily email address) with other volunteers to allow direct communication between volunteers to share information and experience. You agree that Care4Calais may disclose your contact information (email address) to other volunteers or potential volunteers.
- In the course of providing your volunteering services, you may have access to confidential information relating to Care4Calais or our beneficiaries and volunteers. We expect you not to use or disclose this information to any person either during your volunteering experience with us or at any time afterwards.

### **Personal Risks**

You acknowledge and accept the responsibilities and risks associated with your agreement to travel to, temporarily live in and provide volunteer services in a foreign country.

As you may be volunteering in a refugee camp which is not recognised by the French government such travel and volunteer work can be often hazardous and involves a certain degree of risk, inherently dangerous activities and personal perils to the volunteer, both foreseen and unforeseen, all of which you fully accept and solely assume.

Therefore, Care4Calais its partners, including any and all of its employees, managers, directors, trustees or partner organisations are not liable, to the maximum extent of the law, for any loss or harm you may suffer.

### **Indemnity**

You agree to indemnify Care4Calais and any of our partners against any and all liability which Care4Calais incurs arising directly or indirectly out of, or in connection (in any way) with your travel to, living in and providing services in France.

### **Termination and Expulsion**

Care4Calais has the right to terminate or cancel your placement if you are found to be in breach of any terms of this agreement. If expelled from the project, you will not be entitled to any refund or reimbursement.

### **Obligations**

Care4Calais has an obligation to its volunteers, partners, staff and the communities we support we will not accept the following under any circumstances;

- Racism
- Child Exploitation
- Bullying
- Discrimination
- Theft
- Unwarranted sexual advances

This list is by no means exclusive, but is meant as a way of setting the parameters for all. Please report any actions that you feel uncomfortable with immediately.

This agreement is binding in honour only, is not intended to be legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intends any employment relationship to be created either now or at any time in the future.