



Volunteering Guidelines Document

Following are some guidelines for the volunteers / visitors. These are general guidelines. Few might be applicable to both online and offline activities while others might be application only to either online or offline activities.

1. While participating in any volunteering activity, please dress appropriately. Many times, it is required to sit down on the floor while participating in the activities. Also, a lot of the volunteering activities are conducted at Municipal Schools, Community Learning centers, Construction Site classrooms and hence it is a good idea to dress conservatively – preferably Indian outfits. Tight clothes, shorts, short dresses, short tops, Capri pants and the like should be avoided.
2. The volunteer should treat all children with respect. As a person, pay heed to their ideas, opinions and well-being. Respect the privacy of children by not revealing any of their personal information outside the programme/activity.
3. The volunteer has to always act and speak in a proper and professional manner. This includes, but is not limited to, careful use of language to avoid expletives and profanities, and avoiding physical disciplining of the child. Volunteer should also be conscious of his/her function as role model and give a positive image.
4. The volunteer should not discriminate on the basis of race, colour, gender, caste, language, religion, wealth and ability or in any other form not mentioned here. Strict impartiality should be maintained.
5. The volunteer should refrain from any inappropriate physical contact with the children. (Avoid touching children in any way). Always maintain professional boundaries. It is also strictly restricted for any one volunteer to be alone with one child at any given time during the volunteering hours.
6. The volunteer should not take the children out of the class/construction site.
7. As far as possible, the volunteer should not take help from others while carrying out the activity (for lifting items, carrying items from one place to other etc.)
8. The volunteer should avoid carrying any expensive gadgets, flashy items while participating in the volunteering activity. DSS will not be responsible for loss / damage of any item.
9. The volunteer should avoid using the mobile phone while participating in the volunteering activity.
10. The volunteer should not give any sweets, gifts, money etc. to the children.



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11. The volunteer should not smoke or drink (alcoholic beverages) while participating in volunteering activity.
12. The volunteer should be punctual.
13. The photos of volunteering activities with children and volunteers are used in reports, media within and outside DSS. Please write to volunteer@dssf.org.in, if you do not approve of your photographs being used.
14. Surprise visits are not encouraged to any of our centers as it becomes a child security issue. Any visitor / volunteer has to inform DSS in advance of his / her visit and should be accompanied by a DSS staff.

For any queries please write to volunteer@dssf.org.in or call on 7028014202.

😊 Happy Volunteering! 😊
