



Healthy Boundaries Document

Confidential Code of Conduct for Teen Feed Volunteers

Teen Feed works with the community to **offer** support to meet basic needs, **build** strong relationships, and **ally** with homeless youth as they meet their future off the streets.

In order to ensure a safe and respectful and confidential environment, I agree to act within the following boundaries:

- I understand that the focus of Teen Feed is to support the well-being of the homeless youth we serve. The needs and safety of the homeless youth we serve are always the first consideration and priority.
- If I am a meal team participant, service group member or a visitor, I will remain within the areas designated by staff. I agree to remain within the boundaries of the kitchen as a meal team member unless participating in plate clearing, or food service and cleanup duties.
- I recognize that sitting at table with guests is discouraged and that training (de-escalation, anti oppression and ROPES) is required coursework and foundational to long-term success. I recognize that youth progress may be impeded by non-coordinated interactions and that my actions may hinder daily strategies being implemented with the coordinators and case managers. I agree to ask for additional training should I desire to sit with guests.
- If I am an Advocate or Ally, I will limit my interactions with youth to be at the meal only and only within the capacity as listener and community member, not as a skilled therapist.
- I will not arrange to meet with youth outside of Teen Feed under any circumstances. This includes personal contact such as, but not limited to meeting for coffee, inviting the youth to your place of worship, or intimate relationships of any kind. I will not disclosure my personal contact information such as, but not limited to, my telephone number, or where I live as well as online networks such as social media (Facebook, Snapchat, Twitter) and, Email, Texting, etc. I recognize that all formal referrals will be made *via Teen Feed* for the purpose of tracking and support throughout our network of agency, and youth support providers.
- I will avoid being alone with any youth served at Teen Feed and my contact with youth will be limited to Teen Feed program hours only. If I encounter a youth served at Teen Feed in public, I can greet the youth if they initiate the greeting. If I encounter a youth served at Teen Feed in a place where drugs or alcohol are being consumed. I will remove myself from the situation.
- I will not provide shelter or transportation to Teen Feed youth outside of approved agency activities or exchange goods, services, or money with youth outside of approved agency operations.
- If supporting as an Advocate, Ally, Intern or Ambassador in the office, service programs, nightly meal or youth backpack outreach, I will not share or export information I encounter in person, in case files, database entry, donor identification or daily interactions with youth or staff during or after

the time I spend with Teen Feed. I recognize the confidential nature and reasons of integrity associated with not sharing this information.

- I will uphold Teen Feed’s priority to be a confidential, compassionate and safe place for young people, supporting the definition of “nutrition” as more than a meal, including the holistic values that serve minds, hearts, the planet and community as co-factors in change.
 - I will not discuss the names or specific identifiable characteristics of Teen Feed youth or disclose information shared in confidence (unless required by law or for the safety of others).
 - I will not bring weapons or firearms of any kind inside the Teen Feed space.
 - I will not engage in physical intervention with guests as a volunteer under any circumstances. I recognize such actions may be counterproductive or interfere with youth behavioral agreements or critical relationships already established without my knowledge
 - I will act as a mentor in language and actions, including the use of tools of compassion and service, work through staff leads in any situation (verbal or de-escalation) and recognize that violence towards guests does not fit within the philosophy of Teen Feed.
 - I will not take photos during program time or when young people are present – I will reserve time to take photos of fellow volunteers prior to program opening or program ending.
 - If I have an observation or a question regarding the young people in program, I will wait until program when youth have left to talk about it.
- I will uphold these boundaries even after my service with Teen Feed. I will speak to a Teen Feed staff member if I have any questions or concerns about these boundaries.
- My signature below indicates that I have read, understand and agree to the terms and conditions of this Confidentiality Agreement. If I choose to disregard these boundaries, I understand that my position at Teen Feed may be forfeited at my supervisor(s) discretion. _____

_____ Printed Name of Adult Service Volunteer Date (M/D/Y)

Signature of Volunteer

Supervisor Date (M/D/Y) _____ Signature of Direct