



GATWICK DETAINEES WELFARE GROUP

Registered Charity No. 1124328

A Company Limited by Guarantee registered in England and Wales No. 4911257

Policy title	Guidelines on material support for detainees
Approved by	Avril Loveless and Louise Williamson
Date	March 2020
Date ratified by Board	April 2020
Date revision next due	March 2022

Rationale or background to policy

Each year GDWG allocates a specific amount of money towards detainee welfare, which may include giving them certain items. Because this finance is limited, some restrictions are needed.

Policy Statement

GDWG's policy is that volunteers and staff adhere to the following guidelines, which broadly take account of what the charity can and cannot afford.

Please bear in mind that we cannot afford to give a detainee all the items listed below each week!

Guidelines

Clothing

We receive regular donations of clothes, and usually have a supply in the office. Costs can therefore be reduced considerably if visitors check with the office before buying things themselves. Visitors are also welcome to drop by the office to collect items on their way to Tinsley/Brook House.

- GDWG can only reimburse inexpensive clothes, bought at second-hand or discount shops.
- We have a policy of only giving detainees new underwear.
- In general, GDWG is only able to reimburse visitors for clothes amounting to £5 per detainee per month.

Phonecards

GDWG buys phonecards (local and international) at a discounted rate. The office can call or fax the detainee with the details, or give the details to the visitor, to then be passed on to the detainee personally. We can supply a regular amount of phone credit to each detainee every month.

'Luxury' Items

- GDWG is occasionally donated 'luxury' items (mobiles, books, new trainers, etc.). These are kept in the office.
- Please check with the office before you buy any such items for your detainee.

Cash donation

- You may sometimes want to buy the detainee you're visiting a drink or snack from the vending machine or if necessary help with a small cash donation.
- £3 per visit can be reimbursed by the office.

Removal money

- The office has a limited supply of 'removal money' for destitute detainees facing removal, available in pounds.
- GDWG can only provide removal money to detainees who have been issued removal directions, and only if they have less than £20 of their own money in their IRC account.
- We can help with up to £20 for single detainees.

NOTE ON GIFT AID

If you are a taxpayer, do not normally claim expenses and would like to help GDWG, you may choose to claim expenses, and then make a donation to the group, on which GDWG can claim Gift Aid. GDWG 'Gift Aid Declaration' forms are available from the office on request or you may make a donation via the GDWG website.