



Volunteer and Expenses Policy

Learn Without Limits CIC

Approved date: 10 February 2026

Review date: February 2027

1. Purpose of this policy

This policy sets out Learn Without Limits CIC's approach to working with volunteers, including expectations, boundaries, and arrangements for the reimbursement of expenses. It reflects our commitment to ethical, inclusive and proportionate volunteering practice, particularly within the context of disability, additional learning needs, caring responsibilities and long-term health conditions. This policy is designed to support good governance while remaining appropriate to the size, stage and current funding position of the organisation.

2. Our approach to volunteering

Learn Without Limits CIC takes a reflective and values-led approach to volunteering. We recognise that traditional models of unpaid volunteering can unintentionally exclude people, particularly disabled people, parent carers and those facing economic or structural barriers. Our approach is shaped by lived experience, sector insight and an awareness of how volunteering has changed over time.

Our thinking on this is set out in the following public articles, which form part of our wider learning and ethical framework:

- [The changing landscape of volunteering](#)
- [From forever volunteer to paid work](#)

These articles explain why we are intentional about how we involve volunteers. This policy sets out our formal governance position and operational boundaries.

3. Role of volunteers

Volunteers support and enhance the work of Learn Without Limits CIC, but do not replace paid staff, specialist professionals or statutory services. Volunteer roles are clearly defined, appropriately scoped, proportionate to organisational capacity and aligned with safeguarding and ethical standards.

4. Boundaries and safeguarding

All volunteers are expected to operate within clear professional and ethical boundaries. Volunteers do not provide legal, medical or clinical advice and do not undertake casework or advocacy unless explicitly authorised, trained and supported by the organisation. Volunteers are required to follow safeguarding procedures at all times. All volunteering activity is governed by the Safeguarding Policy, the Information and Professional Boundaries Statement, and the Complaints and Concerns Policy.

5. Expenses

Volunteering with Learn Without Limits CIC is unpaid. Where funding allows, reasonable out of pocket expenses may be reimbursed provided that the expense has been agreed in advance, is directly related to volunteering activity, receipts are provided, and reimbursement is subject to

available funds. Expenses are not guaranteed.

6. Recognition and progression

Learn Without Limits CIC is actively seeking funding to enable us to offer more formal recognition, training and progression routes for volunteers. We work with two distinct groups of volunteers: young adults with Additional Learning Needs seeking progression into further education, training or employment, and parent carers and others with lived experience seeking a return to paid work, further education or training following periods of caring, ill health or exclusion from the labour market.

To support these pathways, we intend to develop accredited and quality-assured progression routes such as AQA Units, Arts Award accreditation and Agored Cymru qualifications where appropriate. Our aim is that volunteering contributes meaningfully to skills development, confidence, employability and progression rather than relying on indefinite unpaid labour. This approach sits directly within Workstream 5 (Education, Skills and Employability) of our wider programme.

7. Review

This policy will be reviewed annually or sooner if required.