Constitution of Just Joy

1. Name

The name of the community group is Just Joy, hereinafter referred to as “the Initiative”.

2. Aims and Objectives

The aims of the Initiative shall be to:

- Alleviate loneliness and bring joy to residents in care homes.
- Coordinate a gift-matching network connecting members of the public (“Gifters”) with care home residents.
- Operate strictly as a non-profit, volunteer-led community group.

3. Financial Policy (Zero-Income Boundary)

- The Initiative shall operate on a strict zero-money basis.
- The Initiative, its organisers and its volunteers shall never request, accept, collect, hold or distribute monetary donations, cash, digital transfers, financial vouchers or prepaid gift cards on behalf of the Initiative.
- All support must be facilitated exclusively through direct physical gift sourcing, where the Gifter purchases the item and ensures its delivery to the designated location provided by founder Clare Ralph, in accordance with arrangements approved by the relevant care home.
- No Gifter or volunteer shall be required to make a monetary contribution to participate in the Initiative.
- No bank account shall be opened in the name of the Initiative unless this Constitution is formally amended and any applicable legal requirements are met.
- No funds or assets shall be used for the personal financial benefit of the founder, committee members or volunteers.

4. Safeguarding and Data Protection

- The Initiative will work exclusively through official care home management or their designated activities coordinators.
- No volunteer or organiser shall independently approach, interview or source personal data directly from care home residents.
- Care homes shall be responsible for confirming residents' participation, approving wish lists and ensuring that proposed gifts are appropriate for the intended recipients.
- All gifts must be suitable and safe for the intended recipient. Any guidance provided by the care home concerning allergies, dietary requirements, medical needs, religious or cultural considerations, or other relevant restrictions must be respected.

- Gifts must be delivered through arrangements approved by the relevant care home. Gifters and volunteers must not independently visit residents or contact them directly as a result of participating in the Initiative.
- Any safeguarding concerns arising during the Initiative's activities must be referred promptly to the relevant care home management or appropriate safeguarding authority.

- The privacy of care home residents is paramount. Only anonymised or minimally identifying wish lists shall be shared publicly, with the care home's approval and appropriate authorisation. These shall include the resident's first name, age and approved Christmas gift wish. Where two or more residents within the same care home share the same first name, an initial may be included to distinguish between them. No additional identifying information shall be shared unless necessary for gift coordination and appropriately authorised.

- No medical information, private contact details or personal histories of residents shall be shared publicly.

- Gifters are encouraged to include a Christmas card, letter or personal note with their gift, wishing the recipient a wonderful Christmas. They may choose to explain why they wanted to take part in Just Joy and share a little about themselves. The content of any message is entirely at the Gifter's discretion, and no personal details are required.

- Gifters are also encouraged to include a photograph of themselves with their gift or message, so that the recipient can see the friendly face of the person who took the time to choose something especially for them. Including a photograph is entirely optional.

- All letters, notes and photographs must be appropriate, respectful and suitable for the intended recipient. They must not include personal contact details, home addresses, social media accounts or other information that could enable private contact between Gifters and residents.

- The care home shall retain the right to review any accompanying messages or photographs before passing them to residents, in accordance with its safeguarding policies and the residents' individual needs and preferences.

- Any personal contact data collected from Gifters, including names, email addresses and telephone numbers, will be stored securely, used solely for gift coordination by founder Clare Ralph or another specifically authorised committee member, and never shared with unrelated third parties.

- Personal information shall only be collected where necessary, accessed only by authorised individuals and retained only for as long as required for the Initiative's purposes.

- The Initiative shall handle personal information in accordance with applicable UK data protection legislation.

5. Membership and Governance

- Membership is open to anyone who supports the aims of the Initiative and wishes to volunteer their time.

- The Initiative will be managed by a core committee of at least two individuals (Founder Clare Ralph and Secretary James Appleton), who will oversee logistics, care home relationships, safeguarding and data management.

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- Committee members and volunteers shall act honestly, responsibly and in the best interests of the Initiative and the residents it serves.
- Committee decisions shall be made by agreement wherever possible. Where a vote is required, decisions shall be made by a majority of committee members present, with each committee member having one vote.
- The committee shall maintain appropriate records of its decisions and activities.
- Committee members shall declare any personal interest that could affect a decision and shall not participate in decisions where this would create an inappropriate conflict of interest.
- Additional committee members may be appointed where necessary to support the Initiative's aims, provided they agree to uphold this Constitution.

6. Alterations to the Constitution

Any changes to this Constitution must be agreed upon by a majority of the management committee and recorded, together with the date of approval.

Any amendment must remain consistent with the Initiative's aims and applicable legal requirements.

7. Dissolution

- If the management committee decides to wind up the Initiative, reasonable efforts must first be made to fulfil any outstanding gift commitments.
- Any remaining operational assets, such as unallocated physical gifts, must be offered directly to a participating care home or a local registered charity with similar aims, subject to suitability and acceptance.
- No remaining assets or gifts shall be distributed for the personal benefit of the founder, committee members or volunteers.
- As the Initiative operates on a strict zero-money basis, it shall not accumulate monetary funds.

Adopted on: 26th October 2026

Signed Founder: Clare Ralph

Signed Secretary: James Appleton