

APPENDIX A: VOLUNTEER GUIDELINES

Volunteers need to:

- 1) Need to sign in/out in the Visitor Register.
- 2) Follow directives of teachers, guardians or other members of staff.
- 3) Treat all PWS community members with respect.
- 4) Not engage in conversation of a personal nature with students.
- 5) Not take photos of PWS students or staff without permission from the school.
- 6) Not post any images of PWS students or staff on the internet or social media without permission from the school.
- 7) Not post any comments naming a child, staff member or the school on the internet or social media.
- 8) Have never been in breach of another organisations child/vulnerable persons protection and their Code of Conduct.
- 9) Have never had concerns raised about your behavior towards children or vulnerable persons.
- 10) Have never been subject to an investigation or convicted of a criminal offence relating to abuse of inappropriate behavior.
- 11) Understand that you are expected, while on PWS premises, to take responsibility for your own actions and not put yourself or others at risk of injury and/or illness. Any hazards, near miss, incident or injury/illness observed or sustained during any activities must be reported immediately to a staff member.
- 12) Understand that PWS has first aid supplies and first aid officers on site:
Bibra Lake Campus - (in the admin office) and a defibrillator (outside Williams hall).
Parkerville Campus - Within the classroom and a defibrillator near the Silver Tree Steiner School gate.

CHILD PROTECTION

- At all times you must promote the safety, health and wellbeing of children and young people;
- You should avoid situations where you are alone in an enclosed space with a student;
- You must not impose physical punishment on a student;
- Except in an emergency or injury, physical contact with students is forbidden;
- You must not have a romantic or sexual relationship with a student. It is irrelevant of the nature of the relationship, consensual or non-consensual or condoned by parents or caregivers;
- You must report any concerns you may have about any employee, contractor or volunteer engaging in child abuse. This includes self-disclosure if the allegation involves you.

I will read the Code of Conduct for Volunteers which is available on the school's website.

Print Name: _____

Date: _____

Signature Name: _____