

COMMUNITY RELATIONS

Policy 808-G (previously 1008-G)

Volunteers in Schools

1. Regular volunteers may be required to complete the Volunteer Application Form.
2. Volunteers are visitors and must report to the school office upon arrival at the school unless other arrangements have been made with the principal.
3. Principals, early in the school year, will review with staff the policy and procedures for school volunteers and the following guidelines for the effective use of volunteers:
 - **Confidentiality**
Staff will stress the importance of student confidentiality
 - **Professionalism**
Staff will model the professional behaviour expected of volunteers.
 - **Clear Expectations**
The staff member will ensure that the volunteer has a clear understanding of the philosophy, goals and procedures of the school and/or classroom.
 - **Worth**
The staff will explain to the volunteer the value of the volunteer's contribution to the goals of the classroom.
 - **Ethics**
The staff will discuss with the volunteer the volunteer booklet.