

BELLMORE ELEMENTARY PTA

Winthrop Avenue School

C.A. Reinhard Early Childhood Center

Shore Road School

MEMBERSHIP AND VOLUNTEERS CODE OF CONDUCT

1. All Volunteers, regardless of position, must be paid PTA members.
2. Volunteers must remain in their designated area. Meandering around the school is **NOT** permitted.
3. Volunteers must follow the instructions of school staff in a respectful and professional manner. If you have a question or disagreement, please reach out to your PTA EVP or Co-President.
4. Volunteers and class parents are **NOT** allowed to bring siblings to any event unless pre-approval has been granted by the school principal.
5. Class Parent Volunteers:
 - a. May only attend one field trip per year.
 - b. The **finance** parent must keep receipts for all expenditures for the entire year. They should be able to produce the receipts if asked by another class parent, teacher or member of the Executive Board.
 - c. The **teacher liaison** parent must choose additional volunteers for parties or class trips in a fair manner - i.e. pulling volunteer names out of a hat.
6. Each school has designated historians which are assigned to take photos at school events. PTA volunteers and committee members should refrain from taking photos and videos with personal devices at events which are closed to school parents and/or families. *(These may include clubs, dances, field trips, etc.)* In addition, no photos/videos should be posted on social media without parental consent from EVERY minor within them.
7. If an incident occurs with a student on school grounds, please communicate with a PTA EVP, co-president and/or school personnel immediately. Do **NOT** communicate with the student's parent as that is the school's responsibility.

Failure to comply with any aspect of this Code of Conduct may result in permanent loss of volunteer privileges. Any incident of non-compliance will be reviewed by the PTA Executive Board. The Executive Board will vote whether to continue to grant volunteer privileges for individuals who are in violation of the Code of Conduct. Results of any such vote will be recorded and communicated via email to the volunteer in question.