



Volunteers

POLICY

Mount Pleasant Road Primary School

A. Definition:

A.1. 'Volunteer' refers to a person who voluntarily engages in schoolwork without remuneration or reward.

B. Rationale:

B.1. Volunteers add significantly to the human resources available to the school, and consequently they deserve encouragement, effective management, support and recognition.

C. Aims:

C.1. To maximise the number and variety of effective volunteers who contribute to our school.

C.2. To provide volunteers with the support and recognition they deserve.

D. Implementation:

D.1. Volunteers are actively encouraged to partake in school activities, and will be invited to do so through the newsletter, written invitations and personal approaches, as well as informally through conversation and opportunity.

D.2. The school will seek to provide a variety of opportunities for volunteer participation.

D.3. Volunteers may be provided with support, professional development or instruction necessary to help them carry out their tasks at school in an effective manner.

D.4. Volunteers are required to carry out tasks in a manner consistent with school expectations, including maintenance of a professional, cooperative and confidential working environment.

D.5. Volunteers will not be required to carry out tasks with which they are uncomfortable.

D.6. Volunteers may be sought to assist with school camps and excursions. Individual or groups of volunteers will be acknowledged of their contributions.

D.7. Volunteers will be required to register at the administration office on arrival.

D.8. Volunteer Workers undertaking schoolwork on behalf of, and with the approval of, the School Council or Principal are indemnified as to their personal liability.

D.9. Volunteers who are not related to students will be required to be approved by School Council and to present a valid Working with Children's Check on arrival.

E. Evaluation:

E.1. This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in....

May 2013