

## VOLUNTEER CODE OF CONDUCT

This Code of Conduct applies to all persons volunteering within the Pickerington Local School District.

- Volunteers have a significant role in the work of the school. Volunteers have an integral part to play in providing a safe and enjoyable environment for young people.
- Volunteers are expected to follow the principles of:
  - » Safety
  - » Ethical Communication
  - » Respect
  - » Ethical Conduct
  - » Support
- Volunteers should:
  - » Behave honestly and with integrity
  - » Act with care and diligence
  - » Behave and dress appropriately
  - » Put safety first in all activities
  - » Work only according to your level of competency. Contact and report to School Administration when confronted with a situation which you are unable to contend with or is beyond your role and responsibility.
- Volunteers should treat students and staff with respect:
  - » Respect the rights of individuals and maintain an appropriate level of confidentiality.
  - » Treat everyone with courtesy, sensitivity, tact, consideration and humility.
  - » Assist in the creation of an environment free of fear, harassment, racism and exploitation.
  - » Respect the cultures, beliefs, opinions and decisions of others although you may not always agree.
  - » Take instruction from and not obstruct the responsible staff member in any way in regards to the execution of their duties.
  - » Report any illegal activity to the School's Administration or appropriate staff member.
  - » Be aware of the young person's physical space.
  - » Be aware of your own body language.
- Volunteers must not:
  - » Smoke or use tobacco products while volunteering and/or on school property.
  - » Use, possess, or be under the influence of alcohol at any time while volunteering and/or on school property.
  - » Condone the use of or provide any of the above substances to any students, employees or other volunteers.
  - » Verbally harass or abuse any person or use profanity while volunteering and/or on school property.
  - » Utilize your position as a volunteer to take advantage of any young person.

Signature of Volunteer \_\_\_\_\_ Date \_\_\_\_\_

Any breaches of this Code of Conduct will be dealt with by the school principal in the first instance and appropriate authorities will be contacted if necessary.