



St Paul Apostle South Volunteer Code of Conduct – Excursions

St Paul Apostle South Primary School acknowledges that volunteers play a vital role in supporting the school to provide a safe and nurturing environment for all students.

This code establishes clear expectations relating to volunteer participation on excursions that must be adhered to at all times.

Prior to be authorised to attend excursions, all prospective volunteers must read and acknowledge their understanding of the agreed arrangements listed below.

Volunteer Pre – Authorisation Requirements	
1. Have a child attending the excursion	
2. Provide a copy of your current 'Working with Children Check'(WWCC) <i>Please note that you are not permitted to volunteer without providing a current WWCC</i>	
3. Read and sign this ' Volunteer Code of Conduct Agreement. '	

Volunteer School Attendance and Participation Requirements	
1. Attend a briefing with School Leadership where you can familiarise yourself with ' Volunteer Expectations for Excursions '	
2. Treat everyone on excursion with respect	
3. Remain under the direction of attending Staff Members at all times	
4. DO NOT speak aggressively or discipline students. Intervene if a student/s is in immediate danger or risk of harm. Where this is not the case, bring any concerns regarding incidents, behaviours or activities to the supervising staff members.	
5. Never be in the presence of a student/s alone (other than own child)	
6. Maintain confidentiality on and beyond the excursion regarding student behaviour	
7. Never enter toilet blocks while students are present: <ul style="list-style-type: none"> • Females are not to check under doors in boys' toilets • Males are not to enter girls' toilets • Males are not to use the urinals at the same time as boys • Volunteer parents are to be 'buddied up' together by the school so that they can support each other in their supervisory capacity 	
8. Maintain appropriate dress standards in the presence of students	
9. Be alert of cues from students about how comfortable they feel in your presence and respect these signals and their need for personal space.	
10. DO NOT post any photo, comment or opinion on electronic platforms (social media, internet or email) relating to students, staff members or activities that you have participated in at the excursion.	

Volunteer Acknowledgement
<p>I confirm that I have read and understand my responsibilities when attending an excursion</p> <p>Excursion: _____</p> <p>Name: _____ Grade: _____ Date: _____</p> <p>Signature: _____</p>