



**THE PROTESTANT SEPARATE SCHOOL BOARD
OF THE TOWN OF PENETANGUISHENE**
VILLAGE SQUARE MALL
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PENETANGUISHENE, ONTARIO L9M 1M2
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APPENDIX A

VOLUNTEER CODE OF CONDUCT

This document defines the Board's expectations for all school volunteers.

As a volunteer, I agree to abide by the following code of volunteer conduct:

1. I agree only to do what is in the best personal and educational interest of every child with whom I come into contact.
2. I will maintain confidentiality outside of school and will share with teachers and/or school administrators **any** concerns that I may have related to student welfare and/or safety.
3. I will not disclose, use, or disseminate student photographs or personal information about students, self, or others.
4. I agree not to exchange telephone numbers, home addresses, e-mail addresses or any other home directory information with students for any purpose unless it is required as part of my role as a volunteer. I will exchange home directory information only with parental and administrative approval.
5. I will not contact students outside of school hours without permission from the students' parents and the principal.
6. I agree to never be alone with individual students who are not under the supervision of teachers or school authorities.
7. I agree to not transport students without the written permission of parents or guardians or without the expressed permission of the school. Prior to transporting students volunteers must pick up and complete a 'Volunteer Transportation Form', available from the office.
8. Immediately upon arrival, I will sign in at the main office of the school.
9. I will wear a volunteer identification badge, available from the office.
10. I will use only adult bathroom facilities.
11. I will not promote or recruit students or staff for any specific ideology.

I agree to follow the Volunteer Code of Conduct at all times.

Signature

Date