

# The Catamount School

## Volunteer Agreement and Code of Conduct



Volunteer Name \_\_\_\_\_

- I will sign IN and OUT with the office every time I visit the school.
- I will wear volunteer identification while I am on school premises.
- I will not bring my non-school age children with me when volunteering.
- I agree to never be alone (one on one) with individual students who are not under the supervision of teachers or school authorities.
- I understand my work with students is always confidential and will not discuss and confidential information to others outside of the school.
- I understand that I have a legal obligation to report to DSS any suspected abuse or neglect that is revealed to me by a child. I will contact the Principal for assistance in making this report, and report to the Principal any other concerns that I may have related to student welfare or safety.
- I will not contact any student outside of school hours or remove him/her from school at any time without permission from the student's parent or legal guardian.
- I will not take pictures of students with my cell phone/camera or show students pictures/videos on my phone or on any social media website.
- I will not interrupt instruction while serving as a volunteer.
- I will maintain professional boundaries at all times.
- I will not attempt to discipline any student; instead, I will immediately tell the student's teacher or a school administrator any concerns that I may have related to student welfare or safety.
- I will follow the school's dress codes for employees and will maintain a professional appearance at all times.
- I will not be under the influence of drugs, alcohol, or tobacco products while performing volunteer services, regardless of location.
- I will not ask a student to use his/her login and password to access the internet; instead, I will only use the internet at the direction of school personnel.
- I will maintain a constructive attitude and courteous demeanor at all times.
- I understand this agreement can be cancelled at any time at the discretion of either party.

Volunteer Signature \_\_\_\_\_

Date: \_\_\_\_\_