

VOLUNTEERS

PURPOSE

Murrumbeena Primary School recognises the importance of parents, carers and members of the community participating in the school curriculum as volunteers.

The use of volunteers in school programs supports the school's ongoing focus of improving student outcomes through a school/community partnership.

Murrumbeena Primary School believes it is vital that volunteers and visitors to the school are committed to the safety of children so will adhere to our code of conduct to ensure our young people are safe and feel safe. Volunteers will be made aware that we have zero tolerance of child abuse, and all allegations and safety concerns will be treated seriously and consistently with our robust policies and procedures.

Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/ or linguistically diverse backgrounds, as well as the safety of children with a disability.

AIMS

- To define the roles, responsibilities and expected behaviour of volunteers in school programs.
- To support and inform volunteers regarding school curriculum.
- To promote the contribution of volunteers within the school.
- To ensure that our volunteers are aware of their obligations to ensuring child safety and know what to do if they have reasonable belief that a child is at risk.

PROGRAM GUIDELINES

- Volunteers are encouraged to participate in all appropriate aspects of the Murrumbeena Primary School curriculum where there is a mutual benefit.
- Training/orientation programs for volunteers are designed, where appropriate, to enable them to understand and contribute to the school's programs and educational philosophy.
- School staff working with volunteers will support the volunteers' involvement and guide their actions and knowledge to ensure their contribution is optimised.
- Volunteers are made aware of the Murrumbeena Primary School Privacy Policy upon joining any school program.

Because the importance of safety and security of the students at Murrumbeena Primary School is paramount:

- Volunteers must agree to abide by our code of conduct which specifies the standards of conduct required when working with children and information will be provided regarding the procedures to be followed if they have suspect that a child has been abused or is at risk of abuse.

- Volunteers working within the school buildings or grounds with students will be within sight where practicable, of the staff member/s responsible for that group of students.
- Volunteers participating in the Stephanie Alexander Kitchen Garden (SAKG) Program must have a current Working with Children check and wear personalized nametags while carrying out their voluntary tasks.
- Volunteers participating in day excursions or camps must do so in accordance with the supervision and directions of the teacher/s responsible.
- Volunteers who participating in day excursions or camps must have a current Working with Children Check and provide evidence of same to the school office.
- Non parent volunteers will require a Working with Children Check e.g. Religious Education teachers.

EVALUATION

Feedback on the appropriateness and contribution of the volunteers and by the school community is always welcomed.

POLICY LINKS

- MPS Mandatory Reporting policy
- MPS Privacy policy
- MPS Child Safe Policy
- MPS Child Safe Code of Conduct
- MPS Working With Children policy
- MPS Child Safety Policy

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