

Volunteer Arrangements – Excursions

Our Lady of Good Counsel School acknowledge that volunteers play a vital role in supporting the school to provide a safe & nurturing environment for all students. This 'Duty Statement' establishes clear expectations relating to volunteer participation in excursions that must be adhered to at all times.

Prior to being authorised to attend an excursion all prospective volunteers must read and acknowledge their understanding of the agreed arrangements listed below.

VOLUNTEER PRE-AUTHORISATION REQUIREMENTS

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| 1. Have a child attending the excursion. | <input type="checkbox"/> |
| 2. Provide a copy of your Current (within 5 years of issue) Working with Children Check (WWCC)
<i>NOTE: You are not permitted to volunteer without providing a current WWCC.</i> | <input type="checkbox"/> |
| 3. Read & sign a copy of the school's Child Safety Code of Conduct. | <input type="checkbox"/> |

VOLUNTEER SCHOOL ATTENDANCE & PARTICIPATION REQUIREMENTS:

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| 1. Familiarise yourself with the acceptable & unacceptable behaviours outlined in the school's Child Safety Code of Conduct. <i>Behaviours are defined in the Code of Conduct and must be acknowledged and adhered to at all time.</i> | <input type="checkbox"/> |
| 2. If attending an Excursion provide all relevant information, attend a pre event meeting with staff and familiarise yourself with Volunteer Expectations for Excursion. | <input type="checkbox"/> |
| 3. Treat everyone at the event with respect. | <input type="checkbox"/> |
| 4. Remain under the direction of attending Staff Members at all times. | <input type="checkbox"/> |
| 5. DO NOT speak aggressively or discipline students. Intervene if a student/s is in immediate danger or risk of harm. <i>Where this is not the case, bring any concerns regarding incidents, behaviours or activities to the supervising staff members.</i> | <input type="checkbox"/> |
| 6. Never be in the presence of a student/s alone (other than their own child), including toilets, etc. | <input type="checkbox"/> |
| 7. Do not shower, bathe or change in the presence of students; | <input type="checkbox"/> |
| 8. Ensure students are provided with privacy when dressing and bathing etc...; | <input type="checkbox"/> |
| 9. Maintain appropriate dress standards in the presence of students.... Clothing & swimming attire must maintain modesty; | <input type="checkbox"/> |
| 10. Be alert to cues from students about how comfortable they feel in your presence and respect these signals and their need for personal space; | <input type="checkbox"/> |
| 11. Not possess or expose students to pornographic material through access to television, movies, phones and social media sites, the internet or magazines etc...; | <input type="checkbox"/> |
| 12. Never consume alcohol or illicit drugs whilst attending an Excursion; | <input type="checkbox"/> |
| 13. 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 event. | <input type="checkbox"/> |

VOLUNTEER ACKNOWLEDGEMENT:

I confirm that I have read and understand my responsibilities when attending an Excursion.

Name: _____ Date: _____

Signature: _____