



## Volunteer Code of Conduct Riverside School

Riverside School highly values parents and others who volunteer to help out with school activities. We hope to encourage your support, contributions and assistance. Many school activities would be at risk if it wasn't for your help and many of our pupils benefit greatly from it.

It is our duty to ensure that whilst you are engaged in voluntary activities for the school that we care for you and ensure your safety. You will be provided with risk assessments relevant to the events you will be involved in. The teacher involved will provide you with the information required for activities. We also of course, have a duty of care to ensure that our pupils' welfare is promoted, they are cared for appropriately and they are safeguarded from harm.

We have a responsibility to ensure that all adults working for the school are suitable people to work with children. Adults working with children **MUST** be subject to the schools risk management to determine if you are required to undertake a (Disclosure and Barring Check) we can assure you that any DBS checks are confidential and are undertaken to ensure the safety of our pupils. DBS is required if you are have regular contact with school pupils. In addition we also require you to disclose any offences in line with the Childcare disqualifications regulations. Please take note of the school safeguarding and child protection policy and associated DFE guidance. It is essential that we acknowledge that volunteers behave appropriately whilst working with our pupils. Below is a list of guidance to ensure that volunteers are aware of an acceptable code of conduct.

- Follow the directions and instructions of the class teacher/Group leader
- Sign in at the school office and collect a volunteer badge for recognition
- Adhere to the school's Child protection, Behaviour policy, photographic consent and Health and Safety policy
- Behave in mature, safe, respectful, fair and considerate manner
- Not behave in a way that could lead a reasonable observer to question your conduct
- Treat all children equally
- Provide a good example and a positive role model to children
- Not embarrass or humiliate children
- Not be sarcastic, make jokes of a personal nature
- Not to hit or push a child
- Not to volunteer if under the influence of alcohol or drugs
- Not to touch childre in an intimidating manner
- Report any concerns to the class teacher/deputy head teacher/head teacher
- Do not leave a dependant child in a position to compromise their safety (i.e. if a parent has not collected them.)
- Not to volunteer to help if under the influence of medication, which may cause drowsiness

### **Report to the Class Teacher/Deputy Headteacher/Headteacher**

Any accidents

Any issues/concerns with a pupils behaviour

Any difficulties you experience

Unacceptable behaviour of another adult

I.....have read the schools guidance on information for volunteers and will abide by the safe code of conduct.

Signed.....date.....

Thank you for your support and its arrangements for the safety and care of our children.