



ST. EDMUND ELEMENTARY SCHOOL

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St. Edmund Volunteer Responsibilities & Expectations

In order to ensure a safe environment for all members of the St. Edmund community, parents wishing to volunteer for St. Edmund events/activities/trips etc. are expected to adhere to the following:

All volunteers must:

- Complete and submit a judicial background check form to the main office to be added to the list of approved volunteers - form can be found on our website.
- Sign in and out at the main office
- Wear a lanyard identifying you as an authorized volunteer when in school
- Understand that a volunteer is there for all students, not just your own children
- Conduct yourself in an appropriate, professional manner at all times
- Respect the confidentiality and the privacy of students and staff
- Respect boundaries when working with school staff (ie: volunteering is not the time to ask questions of staff about your child)
- Respect boundaries when working with students (ie: volunteering is not the time to ask personal questions of students or speak to a child about a situation related to your child)
- Complete/support the tasks that are needed
- Remain at home should a parent volunteer present with symptoms or feel unwell

In addition, please note that parent volunteers are expected to be in the designated area where they are volunteering and not permitted to wander in the corridors or enter the classrooms.

This list of requirements is a live document and may change as needed.

Thank you so much for your dedication, support and your cooperation.

The St. Edmund Team