



VIEWBANK PRIMARY SCHOOL

Love of Learning, Learning for Life

COMMUNITY VOLUNTEERS GUIDELINES

- Community volunteers may be involved in working with small groups of children under the direction and supervision of the classroom teacher.
- Community volunteers will work with, support and encourage all students.
- Community volunteers will be positive role models at all times.
- Community volunteers will seek guidance from the teacher and assistance whenever they are unsure of the work expectations.
- Community volunteers will encourage the children with whom they are working to respect the working environment of others.
- To assist with group activities, community volunteers need to be aware of the time available to complete activities.
- Community volunteers will be mindful of making judgements. They need to understand that all students can learn and that children learn at different rates and have different learning needs.
- Community volunteers need to maintain confidentiality- the privacy of both parents and children must be respected at all times. The names of children and teachers with whom a community volunteer is working must not be mentioned in front of other children or other parents.
- If a community volunteer is unable to attend or need to change the rostered time they are encouraged to contact the school.
- Community volunteers are requested not to bring their pre school children into the classroom whilst they are assisting the classroom teacher.
- Community volunteers are required to sign in at main office prior to working in the classroom.