

## VOLUNTEER RULES, REQUIREMENTS, AND AGREEMENT

Volunteers agree and commit to do the following:

- follow school policies and procedures
- comply with all directives of school administrators and staff
- report any student health or safety concerns to school administrators before leaving the school that day
- engage in positive and supportive relationships with students
- respect culture, religion, and lifestyle diversity
- be respectful of teachers'/coaches' time constraints and their authority
- respect students' dignity
- be positive role models
- be good listeners, patient, flexible, and nurturing
- be non-judgmental and allow students to make mistakes
- separate personal goals from those of the students
- respect the confidentiality of students and staff
- ask for help when needed and follow directions of school staff
- support, not replace, the role of parents or guardians
- remain calm, cool, and collected in frustrating and stressful situations
- reinforce students' successes
- overcome setbacks or disappointments
- be reliable, prompt, and dependable
- conform to federal and state laws prohibiting discrimination on the basis of race, color, national origin, sex or disability

Volunteers will NOT engage in any of the following while in their volunteer capacity:

- share information about students, except with appropriate school personnel
- recommend or recruit students for non school-sponsored activities
- express, promote, or share personal agendas (e.g., religious or political) during their volunteer experience
- meet with students outside of school and/or school sponsored activities or when directed not to do so
- make contact with students outside of school, via phone, email, or any social networks.
- use cell phones or cameras to photograph or make videos of students
- violate school policies and procedures or directives of school employees
- engage in any illegal activity while volunteering
- miss scheduled meetings/appointments unless impossible to keep and then will give as much notice as possible

I understand that all volunteering relationships established through the school programs take place with the student on the school campus, during school hours or at other school authorized activities ONLY.

I also understand that the Vision Academy has a zero-tolerance policy with regard to sexual harassment, bullying, drugs and alcohol, and weapons. I understand that engaging in any of the prohibited conduct outlined above, or violating any laws or school policies or procedures, will immediately disqualify me from volunteering in any school schools, programs, and/or events.

I understand that I cannot recruit or recommend students for non-school sponsored activities, and I cannot express or share personal (e.g., religious or political) agendas with students.

I understand that volunteering is a privilege, not a right, and that the school may, in its sole discretion, decide to discontinue any volunteer's participation at any time and for any reason or no reason, with or without notice or warning.

I have read and agree with the above Vision Academy Volunteer Rules, Requirements and Agreement and have received a copy for my records.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Complete pdf form, print out, sign hardcopy)