



Volunteer/ Student Code of Conduct updated February 2023

FARMILO PRIMARY SCHOOL & NURSERY

Farmilo Primary School highly values students, 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 made aware of the risk assessments relevant to the events you will be involved in.

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 they are required to undertake a DBS. We can assure you that any 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.

It is essential that we acknowledge that students and 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 direction/ instruction of the class teacher/ organiser
- Arrive on time, sign in at the school office, collect and wear a volunteer/ student badge for the duration of the time in school for recognition
- Always act in a mature, safe, respectful, fair and considerate manner treating all children equally
- Always follow the schools Safeguarding, behaviour policy and Health & safety policies
- Not behave in a way which could leave an observer questioning your conduct
- Wear appropriate smart dress during the placement
- Report any queries to the head teacher
- Any accidents, any issues/concerns with a pupils behaviour, any difficulties you experience or any unacceptable behaviour of another adult should be reported to the Headteacher or the schools Whistleblowing policy should be followed.
- Full induction will be completed
- Follow the school's Acceptable Use Policy with regard to technical equipment
- Provide a good example and a positive role model for our children
- Refrain from commenting on social media about the school, staff and children

I.....have read the schools guidance on information for students/ 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