



# SD59 Volunteer Conduct Agreement

Dear Volunteer,

Thank you for agreeing to be a volunteer. We appreciate that you are willing to share your time and expertise in our school system. To ensure the safety of all students in our school, we ask that each volunteer review the following Board policy summaries as well as the attached document entitled **Guidelines for Adults Interacting with Students**. These guidelines apply to all employees and volunteers within the Peace River South School District (SD59) and are intended to help ensure that your volunteer experience with us will be rewarding and successful for all involved.

## **Policy 4270: District Code of Conduct**

The Board of Education recognizes its obligation to all members of the school community to provide a safe and caring learning environment, such that effective, purposeful teaching and learning may occur. It is expected all members of the school community will conduct themselves in an ethical, respectful and lawful manner that demonstrates consideration for self, others, property and the environment. Schools will intentionally foster the highest standards of acceptance and equity for all, regardless of their race, colour, ancestry, place of origin, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age. A violation of the code of conduct may warrant intervention.

## **Policy and Regulation 4075: Diversity and Inclusion**

Diversity and Inclusion practices in SD 59 Peace River South are based on the principles of respect, acceptance, safety and equity. This policy complies with other district policies, codes of conduct, the BC Human Rights Code and the School Act. The Board of Education of SD 59 recognizes that visible and invisible minorities exist and the Board of Education is committed to creating an inclusive and equitable environment for all who learn and work here.

There is an expectation that all members of the school community will:

- Adhere to a code of conduct that is educative, preventive and restorative in practice and response;
- Foster school cultures that are responsive to the diverse social and cultural needs of individuals and groups;
- Understand how the characteristics of diversity impact the access to, and outcomes of, education;
- Recognize the injustice of marginalization and promote human rights; and
- Participate in the ongoing development of practices that promote equitable treatment for everyone, cultivating mutual respect and a sense of belonging.

## **Policy 3170: Respectful Workplace: Bullying and Harassment**

The Board of Education for School District 59 is committed to creating and maintaining a respectful workplace. Where the school district is aware of circumstances that present a risk of bullying or harassment to staff from parents, students or other individuals, the school district will take action to prevent or minimize that risk. This policy is intended to comply with WorkSafe BC's policies on workplace bullying and harassment.

The Board considers bullying and harassment in any form to be unacceptable.

## **Policy 3180: Smoking and Smoke-Free Spaces**

The Board of Education believes that tobacco, vapour product and cannabis/cannabis product use are addictive practices and that the use of tobacco, vapour product and cannabis/cannabis product in the school and work environment are not appropriate practices toward supporting good health. The Board therefore bans smoking and the use of tobacco, vapour products and cannabis/cannabis products in all its forms, from District premises, property and vehicles. This is to include vehicles parked on school district property.



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### **Policy 4340: Child Protection**

All district officials and employees must understand and respect their legal obligation to report child abuse and neglect to a child protection social worker where they have reason to suspect that a child needs protection within legislation (e.g. Child, Family and Community Services Act).

They also need to comply with their reporting obligations as identified in the School District Procedures for Reporting Child Abuse and Neglect. School officials must also understand their role in coordinating with responsible agencies and in investigating allegations of child abuse against school employees, in accordance with the Board's Child Protection Reporting and Investigation Procedures and the interagency child abuse/neglect protocol agreement.

Guidance and clarification can be provided by the employee's supervisor and/or the Director of Instruction – Learning Services.

### **Regulation 6070-10: School Bus Transportation - Curricular and Extra Curricular Transportation**

The Board authorizes the use of **volunteer motor vehicles** (school district employee, parent, or community volunteer) for school activities within 250 km from the campus of origin. For travel beyond the limit, a school bus, or commercial carrier is required.

- a) Any school authorized activity requiring transportation shall be approved by the Principal and in accordance with School Board Policy and Regulation;
- b) The supervisory person shall ensure that any field trip and safety requirements connected with the trip are met;
- c) No more than four (4) passengers (not including the driver) will be carried;
- d) The supervisory teacher shall ensure that the transportation of students is in accordance with Board policy, Board Regulation 6070.9 School Bus Transportation – Liability Insurance Requirements, and Administrative Procedure 103 - Transportation of Student in Personal Vehicles.

### **Policy 4589: Distribution or Communication of Religious Information**

It is the will of the Board of Education that all schools and resource programs will be in compliance with section 76(1) of The School Act and shall be operated on strictly secular and non-sectarian principles. The Board directs that schools shall not facilitate the distribution of religious materials on behalf of any group. At no time will opportunity be provided in schools for the proselytizing or endorsement of any sectarian view, or for the indoctrination of students to any sectarian perspective.

### **Regulation 3115: Electronic Communication - Employees**

This procedure has been developed to provide employees with guidelines to understand the impact of electronic communication and its appropriate use in order to ensure best practices and to mitigate both the School District's and employee's exposure to risk. This regulation also applies to volunteers in schools. Anything posted in an official or personal capacity may be perceived to be representative of School District 59. Electronic communication is an extension of the workplace/school. What is inappropriate in the workplace/school is also inappropriate online including criticizing students, employees or the School District. All employees/volunteers are expected to model an appropriate online presence and to exercise good judgment to ensure that postings do not reflect negatively on the employee's/volunteers professional reputation or that of the School District.

Volunteers must not take photos or video of students or staff while volunteering. Volunteers must not post or make comments on social media that are not complimentary to the school or the District.



## SD59 Volunteer Conduct Agreement

I have read, understand and agree to abide by the Board policies, regulations and administrative procedures listed above, as well as the expectations contained within the **SD59 Guidelines for Adults Interacting with Students** document provided to me. In addition, I agree to keep confidential any information relating to individual students or staff members that I become privy to during my work as a volunteer. If, at any time, I make a decision that contravenes these expectations, I understand that I may be asked to cease volunteering within the Peace River South School District.

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

Volunteer Name \_\_\_\_\_ School/Site: \_\_\_\_\_