



# RYDALMERE EAST PUBLIC SCHOOL

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## 2024 Code of Conduct for Parent Helpers and Volunteers

Parents and community members are welcome at Rydalmer East Public School. Parent helpers and volunteers enter into a partnership with the school that is based on shared responsibility and mutual respect. The role of parent helpers and volunteers is to support student learning as directed by the Assistant Principal or classroom teacher. This may involve support in the classroom, in the school or facilitating communication between home and school.

### How to become a volunteer?

- Read the Parent Helpers and Volunteers Code of Conduct
- Complete the WWCC Declaration for Volunteers and Non-Child-Related Contractors form.
- Bring the completed form & one government-issued photo identity document with full name, date of birth and current residential address and, if relevant, one change of name document to the front office
- Please understand that you may not always be working with your own child.

### Expectations for volunteers and parent helpers in the classroom

- Avoid comparing students and their work.
- Please be respectful of all students' privacy related to their class work.
- Give all children equal time and attention where possible.
- Encourage children to be independent - we expect children to try everything themselves before we help them.
- Let the Assistant Principal or classroom teacher know if a child discusses a matter that concerns you.
- Be aware that some days/times may not suit individual classroom teachers.

### Confidentiality – Your obligations and responsibilities

- Parents and volunteers are not to discuss any information they obtain at school with anybody, other than the classroom teacher, Assistant Principal or the Principal.
- As schools are mandatory reporters with Department of Communities and Justice any disclosures by students made to parents and volunteers must be reported to the Principal or nominee.
- You may see children struggling with work, becoming upset or misbehaving. You might also hear/see other information concerning a child while you are helping at school. It is vital that you do not share anything about specific children with friends, family or a child's parent.
- The teacher has the responsibility of informing parents of any concerns about a child

I understand that parent or volunteer helpers not fulfilling these requirements may be requested to withdraw from helping at the school.

Name: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_

REPS Office Staff Member: \_\_\_\_\_ Date: \_\_\_\_\_

~ *Strive for Success* ~