

Parent, Visitor, Volunteer Policy



THE KING'S COLLEGE
Be exceptional.



Compliance and Review

The King's College is committed to the continuous improvement of its Child Protection Programme and adhering to the WA child protection laws, regulations and standards.

The King's College Parent/Visitor Volunteer Policy

Reviewed by:	The Principal	Updated:	October 2019
Endorsed by:	The School Board	Next review:	October 2020

Parent/Visitor Volunteer Policy

Overview

The King's College greatly appreciates parents/visitors who assist positively with the implementation of College programmes. Parent helpers/volunteers must comply with the College's expectations and practices.

- To enhance the educational programmes at the College
- To build a strong partnership between College and home
- To provide opportunities for parents to become active participants in their children's education

The College encourages the assistance of parent helpers/volunteers in a wide variety of ways.

- Invitations for parents/volunteers to assist in the College's programmes will be regularly made via the College's newsletter, or through personal contact.
- Parent helpers/volunteers helping with reading, assistance in the classroom and/or excursions will be briefed by the teacher in charge as to their roles and responsibilities.
- Parent helpers/volunteers for College camps will need a Working with Children Check and approval from the College.

1. Expectations

1.1 It is an expectation that Parent/Visitor Helpers will:

- Avoid making educational judgements.
- Make prior arrangements with the class teacher to fit in with timetables and scheduled lessons.
- Refrain from bringing younger siblings to the classroom during this time.
- Refer discipline issues to the class teacher.
- Ensure they are comfortable with the role they are taking on.

1.2 It is an expectation that Teachers will:

- Collate parent interest and determine the Parent Helper timetable.
- Review/revise this timetable (at least once a term) to ensure maximum parent involvement.
- Display the Parent Helpers'/Volunteers' Timetable.
- Determine the role of the parent helper/volunteer for each session and communicate this clearly to the parent.

1.3 Confidentiality – Parent Helpers will:

- Retain confidentiality at all times.
- Respect the privacy of children and parents.
- Avoid mentioning the names or learning needs of students in front of their own child/children or other parents.
- Be aware that children can be hurt by harmless remarks from their peers and adults.

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Parent/Visitor Volunteer Policy Form

Parent /Visitor Name: _____

I hereby wish to register my interest to become a Parent Helper/Volunteer at The King's College.

I have read and understood the overview and expectations of a Parent/Visitor Volunteer at The King's College as outlined in the **Parent/Visitor Volunteer Policy**, and I agree to abide by the stipulations of this Policy.

Name (please print)

Signature

Date