

Old Adobe Union ESD - Volunteer Assistance E 1240 - Community Relations
VOLUNTEER CODE OF CONDUCT

The District values and welcomes volunteers. The District appreciates the contribution of volunteers in creating a better school for all children.

As a volunteer, I agree to abide by the following code of volunteer conduct:

1. Upon arrival, I will sign in at the front office.
2. I will follow the directives given by the teachers and or principal or designee.
3. I will follow rules and Code of Conduct including dress code for the school.
4. I will wear or show volunteer identification whenever required by the school to do so.
5. I will use only adult bathroom facilities.
6. I agree to never be alone with individual students without the authorization of teachers and/or school authorities.
7. I will not solicit outside contact with students such as exchanging telephone numbers, home addresses, e-mail or other home directory information with students for any other purpose.
8. I will maintain confidentiality outside of school and will share any concerns that I may have with teachers and school administrators.
9. If required for the type of volunteer work, I agree to follow the district's procedures to be fingerprinted.
9. I agree not to transport students without the written permission of parents or guardians or without the expressed permission of the school or district.
10. I will not initiate unauthorized taking of or disseminating of student photographs or personal information about students, self or others.
11. I agree not to post, transmit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive or sexually explicit or that could be construed as any form of harassment.
12. I agree only to do what is in the best personal and educational interest of every child with whom I come into contact.
13. I agree to report to the appropriate school site/district personnel when a student is in danger of hurting him/herself or others or being hurt by someone else.

COVID-19 Protocol:

1. Volunteers must show proof of COVID-19 vaccination (only needed one time) OR show proof of a negative COVID-19 test taken within the last 72 hours (each time the volunteer visits a campus). Proof must be provided to the front office staff prior to entering the campus.
2. Volunteers must wear face coverings at all times.
3. Volunteers must pass all health self-screening requirements before entering the campus, and must follow all sign-in and sign-out procedures for contact tracing purposes.
4. Volunteers must report any exposure to COVID-19 or a positive COVID-19 test immediately to the school site administration.
5. Volunteers must immediately report experiencing any COVID-19 symptoms within 48 hours of last being on campus.

Symptoms of COVID-19 can include:

- Cough
- Fever (100.4 F or greater)
- Shortness of breath
- Nausea, vomiting, or diarrhea
- Body aches
- Fatigue
- Headache
- Sore throat
- Runny nose
- New loss of taste or smell

I agree to follow the District Volunteer Code of Conduct at all times. I understand that failure to follow the Volunteer Code of Conduct could result in a restriction of my volunteer time.

Name of School Volunteer: _____

Signature of School Volunteer: _____ Date: _____