

Evergreen Volunteer Responsibilities & Agreement

As a volunteer with Evergreen Academy Inc.;

I will provide a Criminal Reference Check including the vulnerable sector component before I am accepted as a volunteer, and will complete an Offence Declaration annually in subsequent years. I am aware that I may be required to provide an updated criminal reference check at any time as may be deemed necessary by Evergreen Academy Inc.

I will notify the school if an absence is unavoidable.

I will follow the code of conduct and policies of Evergreen Academy Inc.

I agree to have my name, telephone number and email address available to the school.

I agree to respect every individual student, and ensure the wellbeing of individuals.

I agree to follow instructions from supervising staff and administration.

I am aware that I will be a role model for students. I will maintain the highest standards of ethical behaviour and integrity, including in particular confidentiality of all information about students, staff and school.

I will seek guidance and support from staff or administration if directions are not clear or unforeseen difficulties arise.

I have been instructed on Health & Safety Guidelines, and I agree to follow all safety rules. I understand that Evergreen Academy Inc. does not provide Personal Accident Insurance for volunteers. When in doubt about the safety of an activity, I will ask an appropriate employee before undertaking a task.

I understand that the Director can terminate volunteer assignments without appeal at any time during the school year.

I agree to act in accordance with the responsibilities listed above.

Volunteer's Name: _____ Date: _____

Volunteer Signature: _____