

Volunteer Rules, Requirements, and Agreement

As a volunteer with Vision Academy, you agree to the following:

- **Adhere to School Policies:** Follow all school policies and procedures.
- **Follow Directives:** Comply with directives from school administrators and staff.
- **Report Concerns:** Report any student health or safety concerns to school administrators before leaving for the day.
- **Promote Positive Relationships:** Engage positively and supportively with students.
- **Respect Diversity:** Honor cultural, religious, and lifestyle diversity.
- **Respect Authority:** Be mindful of teachers' and coaches' time constraints and authority.
- **Maintain Dignity:** Respect the dignity of students.
- **Be a Role Model:** Serve as a positive role model.
- **Exhibit Key Qualities:** Be a good listener, patient, flexible, and nurturing.
- **Support Student Growth:** Be non-judgmental and allow students to make mistakes.
- **Separate Goals:** Distinguish between personal goals and the goals of students.
- **Maintain Confidentiality:** Respect the confidentiality of students and staff.
- **Seek Assistance:** Ask for help when needed and follow the directions of school staff.
- **Support Parents/Guardians:** Support, but do not replace, the role of parents or guardians.
- **Stay Composed:** Remain calm and collected in stressful situations.
- **Encourage Success:** Reinforce and celebrate students' successes.
- **Handle Setbacks:** Overcome setbacks or disappointments.
- **Be Reliable:** Be dependable, punctual, and reliable.
- **Follow Laws:** Adhere to federal and state laws prohibiting discrimination based on race, color, national origin, sex, or disability.

Volunteers Must Not:

- **Share Information:** Disclose information about students except to appropriate school personnel.
- **Recruit for Non-School Activities:** Recommend or recruit students for non-school-sponsored activities.
- **Promote Personal Agendas:** Share or promote personal agendas (e.g., religious or political) during volunteer activities.
- **Meet Outside School:** Arrange meetings with students outside of school or school-sponsored activities unless directed otherwise.
- **Make Unauthorized Contact:** Contact students outside of school through phone, email, or social networks.
- **Misuse Devices:** Use cell phones or cameras to photograph or record students.
- **Violate Policies:** Breach school policies or directives from school staff.
- **Engage in Illegal Activity:** Engage in any illegal activities while volunteering.
- **Miss Appointments:** Miss scheduled meetings or appointments without providing as much notice as possible if unavoidable.

Acknowledgment and Agreement:

I understand that all volunteer activities occur on the school campus, during school hours, or at other school-authorized events.

I acknowledge Vision Academy's zero-tolerance policy regarding sexual harassment, bullying, drugs and alcohol, and weapons. I understand that engaging in prohibited conduct or violating laws, school policies, or procedures will result in immediate disqualification from volunteering in any school programs or events.

I acknowledge that I cannot recruit or recommend students for non-school-sponsored activities or share personal agendas (e.g., religious or political) with students. I understand that volunteering is a privilege, not a right and that the school may discontinue any volunteer's participation at its sole discretion, at any time, with or without notice.

I have read and agree to the Vision Academy Volunteer Rules, Requirements, and Agreement and have received a copy for my records.

Name: _____

Signature: _____

Date: _____