

Mercia Primary Academy Trust



School Volunteer Policy

Policy Status and Review

Date:	July 2022
Review Date:	July 2024
Signed by Director:	Alison Dolphin
Date Signed:	06/07/2022

Principles

We encourage all parents/guardians to take an active role in supporting the schools vision. **Due to the climate of Covid 19, any volunteers on site would need to adhere to strict social distancing/Health and Safety policies in place. These rules are under constant review**

Procedures

- All School volunteers involved in regulated activity will undertake an enhanced DBS check.
- Any School volunteer, who declines a DBS check, will not be allowed to work in the school
- The School may decide that, despite meeting these conditions, that a school volunteer is unsuitable to work in the school and the school withholds the right to decline their offer of assistance
- All volunteers will complete a Volunteer/School Agreement which will remain valid for one academic year- please see attached Parent Volunteer Agreement

Whilst we welcome relatives to support the school we recognise that there may be a conflict of interest when helping in their child's class. All volunteers with children in the school will be directed to help in a class where they have no children.

If the Class teacher or Head teacher feels that the presence of a volunteer is undermining the school's vision the school withholds the right to decline their offer of continuing assistance.

All volunteers will be requested to keep confidential any information they hear within the school setting and to not take it out of context outside the school building. If the Class teacher or Head teacher feels that the presence of a volunteer is undermining the school's confidentiality the school withholds the right to decline their offer of continuing assistance.

Summary

We encourage all parents/guardians to take an active role in supporting the schools vision however If the Class teacher or Head teacher feels that the presence of a volunteer is undermining the school's vision the school withholds the right to decline their offer of continuing assistance.

This information can be made available in a range of formats and languages, including Braille and large print. If this would be useful to you or someone you know, please contact your
Directorate HR Unit.

A signed copy of this document is available from the school office.

Version control

Date approved	Version	Changes made	Reason for amendment
Jan 2014	1		
February 2016	2	Changes to DBS	
September 2018	3	DBS to be done for all volunteers	
September 20		No changes	

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March 2021		Added range of formats	Accessibility