

CMCSS Volunteer Code of Ethics

1. Volunteers are considered to be in a support position. As such, their role is to support the classroom teacher, the building principal, or the department director. As such, volunteers are expected to work within the rules established by the classroom teacher or building administrator.
2. Volunteers are expected to be friendly, caring, have a professional attitude and ability to work cooperatively with school and district staff.
3. Volunteers must respect the teacher and student's right to privacy. Any problems or concerns regarding the children that volunteers may work with should be discussed only with the teacher/ staff member with whom they are working or the principal.
4. Volunteers must maintain the confidentiality of all student education records and information to which they are given access.
5. Volunteers should only give food, drink or candy to any student if authorized by the volunteer coordinator or the student's teacher.
6. Volunteers must refer disciplinary issues or student behavior concerns directly to the student's teacher.
7. Volunteers must notify the principal, counselor, or teacher immediately if a student confides about a situation of abuse or neglect. Staff will assist with necessary follow-up protocols.
8. In the event of an emergency during the course of volunteering, volunteers are expected to follow all directions provided from CMCSS personnel.
9. Volunteers must appear clean, neat, and appropriately attired.
10. Volunteers must not use or be under the influence of alcohol or illegal substances during the course of volunteering.
11. Volunteers must not smoke or use tobacco products on school grounds or while on supervised trips.
12. Volunteers must not use the internet inappropriately by going to websites that are not conducive to a professional or educational environment.
13. Volunteers must treat all employees, students, and volunteers equally regardless of gender, race, religion, or culture. CMCSS will not tolerate any verbal, nonverbal, or physical conduct that harasses, disrupts or creates an intimidating, offensive or hostile environment.