

Volunteers use positive communication skills when engaging with students:

- Acknowledge the needs and concerns of the individual.
- Practise effective listening eg ask open questions, be alert to non-verbal communication and stay calm and relaxed.
- Be aware of the young person's physical space.
- Be aware of your own body language..
- Be judicious in making physical contact with young people.
- Be clear and consistent.
- Use non-discriminatory respectful and non-judgemental language.
- Seek advice whenever appropriate.

Volunteers working with children should apply for a Working With Children's Clearance—Ochre Card

<https://forms.pfes.nt.gov.au/safent/>

Cost—\$5

Please declare any personal medical issues that may have an impact to the Principal.

For Further information

- See your child's teacher
- Principal: Jemma Rust
- Assistant Principal,: Di Sullivan



Jingili Primary School

Volunteers can help in many ways including-

Reading
Games
Library
Kitchen
Garden
Art
Sport
Wellbeing Activities



PUTTING THE CHILD FIRST

Volunteering at Jingili PS



Adding Value to our school

Jingili Primary School
89837555



Jingili Primary School welcomes Volunteers. They play a significant role in the work of our school. The nature of volunteer work at the school often involves work and interactions with children. This means there are a range of obligations and responsibilities that must be undertaken by volunteers to ensure we provide a safe and enjoyable environment for our students.

RESPONSIBILITIES OF VOLUNTEERS

Students are a vulnerable group due to their age and lack of experience. Their vulnerability increases if they are very young, if they have an intellectual or physical disability, if they are newly arrived in Australia with English as a second language or if they experience emotional/physical trauma. The safety of children and young people is of paramount concern, and shall not be overridden by any other interests.

For volunteers, respecting the rights of children means they must not:

- Work unsupervised with students.
- Be involved in personal care of students.
- Have unsupervised contact with students during breaks.
- Encourage affection from or dependency in students (eg giving presents).
- Have intentional physical contact with students.
- Use inappropriate language in the presence of children.
- Display bullying or intimidating behaviours towards students.

VOLUNTEERS ARE EXPECTED TO FOLLOW THE PRINCIPLES OF:-

- Respect, Responsibility and Resilience
- Safety
- Ethical communication
- Ethical conduct

Volunteers think and act safely by-

- Putting safety first in all activities.
- Working only according to their level of competency. (Refer to classroom teacher or school administration when confronted with a situation which you are unable to contend with or is beyond your role and responsibility.)
- Following the safety procedures outlined in the school's operational guidelines to the best of your ability.
- Role model Sunsmart behaviour in the school yard eg wear a broad brimmed hat.

Volunteers treat students and staff with respect: by

- Respecting the rights of individuals and maintain a high level of confidentiality.
- Treating everyone with courtesy, sensitivity, tact, consideration and humility.
- Respecting the cultures, beliefs, opinions and decisions of others although you may not always agree.
- Taking instruction from and not obstructing the responsible staff member in any way in regards to the execution of their duties and responsibilities.
- Reporting any illegal activity to the school's administration.

As a volunteer, you must follow all instructions from the staff and school administration and refer all concerns or behaviour issues to the supervising teacher or school administration.