



GAA VOLUNTEER GUIDELINES & CONFIDENTIALITY AGREEMENT

Volunteers can assist teachers/staff in a variety of ways, thereby freeing the teacher to focus more time on the teaching/learning process with students.

We thank you for your time and smiles in our school!

Guidelines for school/classroom conduct:

1. The teacher is in charge of all phases of the classroom and volunteers will take directions from the teacher.
2. Your help is supporting the teacher and does not replace or exceed the teacher's authority.
3. You must follow our signing in and out procedure, as well as wear a visitor's badge.
4. We have a volunteer center (room 209) full of supplies, for your convenience. Please see volunteer center hours for scheduling. The office is not an appropriate place for volunteer work.
5. No pictures taken during school hours may be posted to social media. Thank you for helping to ensure our students' privacy.
6. As a school volunteer, you are expected to maintain confidentiality while working in the school. ALL things that are seen and heard at school about children and families should be considered privileged information.
7. Do not discuss student progress or behavior with parents. All relevant inquiries should be referred to the teacher or principal.
8. Understand that not all information can and will be shared with volunteers, due to legal considerations.
9. Please understand we cannot keep volunteers who cannot keep confidentiality.

Printed Name

Signature

Date

*This agreement is valid for one school year.