

COMMUNITY CHRISTIAN PRESCHOOL

Volunteer Code of Conduct*

**All Volunteers must be at least 18 years of age.*

In my role as a Community Christian Preschool volunteer, I agree to abide by the following code of volunteer conduct:

1. I will provide a copy of my current, negative TB test results or an *Adult Tuberculosis Risk Assessment Questionnaire: Certificate of Completion* stating no test required, to the school office before volunteering.
2. Immediately upon arrival, I will sign in at the school office.
3. I will wear a volunteer identification tag while volunteering.
4. I will refrain from using my cell phone while volunteering in a classroom or on the playground.
5. I will use only adult restroom facilities located in the Community Church of Poway building.
6. I agree to never be alone with an individual student.
7. I will not solicit outside contact with students or give gifts or cards to students.
8. I will exchange classroom directory information only with parental and school director approval and only if it is required as part of my role as a volunteer. I agree not to exchange phone numbers, home addresses, email addresses or other classroom directory information with students for any other purpose.
9. I will maintain confidentiality outside of school and will share any concerns that I may have with the teacher and school director.
10. I will not take, post, disclose, use, or disseminate student photographs or personal information about students or others.
11. I agree not to post, transmit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive or sexually explicit or that could be construed as any form of harassment.
12. I agree only to do what is in the best personal and educational interest of every child with whom I come into contact.
12. Under Penal Code 290.95 I am required to disclose to the school director if I am a registered sex offender. My failure to disclose this fact could result in my arrest, prosecution, and likely fine and imprisonment. By placing my name below, I declare under penalty of perjury, that I am not required pursuant to Penal Code 290.95 to disclose to school officials that I am a registered sex offender, and that I have not suffered convictions for sex or drug related offenses or for crimes of violence, and there are no criminal charges pending against me.

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PRINT AND RETURN THIS FORM TO VOLUNTEER IN CLASSROOM

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I agree to follow the Community Christian Preschool Volunteer Code of Conduct at all times in my role as a volunteer or cease volunteering immediately.

Name – Printed

Child's Name/Class – if applicable

Signature of Volunteer

Date

Office Use Only

Adult Tuberculosis Risk Assessment Questionnaire

Certificate of Completion

TB Test Required _____ Yes/_____ No

Negative TB Test Date: _____

TB Test Expires: _____

Copy of Test Result Attached: _____

Staff Authorization: _____