



# ST PIUS X COLLEGE

## CHATSWOOD

### SAFE SCHOOLS EXPECTATIONS UNDERTAKING

Volunteers Engaged in Catholic Systemic Schools within the Archdiocese of Sydney

NAME OF VOLUNTEER: .....

1. On arrival **proceed immediately to reception** and sign in prior to any work starting. You will be issued with and expected to **wear a visitors ID tag / badge** for the individual school as this is what staff and students are trained to observe.
2. Only use adult toilets. **Do not enter student toilet or change areas.**
3. Do not use school canteen facilities.
4. Do not smoke or drink alcohol on the school premises or at the school activity.
5. It is not acceptable to attend a school activity or site intoxicated or under the influence of any substance.
6. You are operating under the supervision of a staff member at all times.
7. If a student approaches you or you witness student behaviour that concerns you, immediately advise a teacher in the area or the Principal.
8. It is not acceptable to be alone with any student or exchange personal details with a student.
9. Do not exchange any phone numbers with any student, or connect with them through any social media service, (unless approved for educational purposes by your supervising teacher).
10. Abide by all relevant **Work Health and Safety legislation** while attending the school or school activity.
11. Maintain adult boundaries with all students and staff.
12. Respect student and staff information that you become aware of in your role as volunteer with privacy and confidentiality.

**IMPORTANT:** As a volunteer who is engaging with a school your conduct is subject to a high level of scrutiny to ensure a safe school environment for all. Your continuing role as a volunteer and your attendance on a school site always remains subject to the approval, and is at the discretion of, the Principal.



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### UNDERTAKING AND STATEMENT

I, ..... of .....  
{residential address} have read the above. I understand points 1-12 and I undertake to adhere to these requirements.

I also declare that I have not been convicted or charged of any criminal offence in Australia that would bar me from being on a school site or to work with children in NSW.

I have attended an induction session presented by the school in relation to safe schools expectations.

.....  
**Name**

.....  
**Signature**

.....  
**Date**

.....  
**Witness name**

.....  
**Witness signature**

The signed copy of this document is to be returned to the Principal and stored securely at the school.

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#### School Office use only

Reviewed by: ..... (name) on.....(date)

Outcome:

- ☐ Approved  
☐ Not approved

Review on: .....