



Edmonds

SCHOOL DISTRICT

Each student learning, every day!

VOLUNTEERS IN EDMONDS EDUCATION SYSTEM EXPECTATIONS FOR VOLUNTEERS

TRUST is virtually important for volunteers to share with the students and school staff with whom they work. The following is a list of ways you can establish and maintain trust when working in a school:

- **BE CONSISTENT.** Make a time commitment that is really workable for you.
- **ARRIVE ON TIME.** Remember, the students expect you, and the teachers depend on you. Notify the office as far in advance as possible when you know you must be absent.
- **SIGN IN AND OUT** each time you are at the school.
- **WEAR YOUR VOLUNTEER NAME BADGE** whenever you are in the school.
- **RESPECT CONFIDENTIALITY.** Students and their specific problems should not be discussed outside of school. Volunteers are also encouraged to not use students' names out of school. Be professionally discreet.
- **DRESS APPROPRIATELY.** Please do not wear clothes that are revealing or that display inappropriate slogans or logos. Some schools do not allow baseball caps.
- **LEAVE DANGEROUS MATERIALS AT HOME.** Schools are drug- and weapon-free zones. Even pocketknives and mace are considered weapons.
- **RESPECT DIFFERENT CULTURES AND BELIEFS.** Please do not bring personal, religious, or political agendas with you to school.
- **SHOW RESPECT TO TEACHERS AND OTHER STAFF.** Realize that your relationship to school staff requires mutual respect and confidence.
- **ATTEND RELEVANT TRAINING SESSIONS** hosted at the school for volunteers whenever possible.
- Remember that a school is a dynamic, ever-changing place with no two days alike. Your plan that worked yesterday may not be good today. Be flexible and keep a sense of humor. Laugh and enjoy yourself. We appreciate your support and time commitment.