

**\*\*\*PLEASE READ THIS THEN SIGN THE BACK PAGE OF THE APPLICATION. THIS IS YOUR COPY TO KEEP.**

## **YOUTHFRIENDS CORPS STANDARDS OF CONDUCT**

**Thank you for your willingness to become** a YouthFriends Corps volunteer. Your commitment to volunteering with elementary school children can contribute significantly to their success in school. To assure clarity regarding your role as a YouthFriends Corps volunteer, we ask that you and your parent/guardian read the following standards of conduct and sign the attached certification.

### YouthFriends Corps Volunteer Characteristics

- Honest in approach and attitude.
- Flexible in responding to the needs of younger students.
- Prompt, dependable and regular in attendance.
- Friendly to all teachers and children.
- Willing to follow the rules of the school and YouthFriends Corps.
- Willing to be a role model through appropriate dress and behavior (for example, don't use poor language, either written or oral; don't chew gum, etc.)
- Willing to be discreet, sincere and dedicated.
- Willing to accept volunteer assignment with an open mind and a willingness to learn.

### YouthFriends Corps Volunteer Responsibilities

- Telephone the school if unable to attend at the scheduled time.
- Abide by the school district and YouthFriends policies regarding travel to and from offsite volunteering activities.
- Sign in and out and record service hours on the designated form in the school office.
- Keep a written account of YouthFriends Corps volunteer experience for reflection in the future.
- Attend all YouthFriends Corps meetings with YouthFriends Corps school coordinator.

### YouthFriends Corps Volunteer Guidelines

- Teachers are responsible for content and instruction in the classroom.
- YouthFriends Corps students are there to support teachers.
- Volunteers always treat the teacher, other staff, child, child's parents and guardians with respect and do not criticize or make negative comments about them to or in front of the younger students.
- All YouthFriends Corps activities are school-based. Activities take place on school grounds during a regular or extended day schedule.
- Volunteers' behavior demonstrates equality towards members of the same and opposite sex, all ethnic/racial and religious groups. Volunteers do not make any comments that can be constructed as racist, sexist, or bigoted.
- Volunteers do not discipline students but instead refer any perceived disciplinary issues to the teacher or principal for appropriate action.

**-TURN OVER-**

- Volunteers shall always limit physical contact with students to generally accepted gestures of greeting, guidance or praise. They include shaking hands, patting younger students on the back, or giving a side to side hug.
- Volunteers should avoid physical contact with students in the “strike zone”
- Volunteers do not lend money to younger students and do not give them gifts or money.
- Volunteers are generous with praise and courteous with criticism.

Volunteers keep information about students and teachers confidential unless disclosure to proper authorities is required by law. Any information that indicated a student may harm her/him self or another person must be reported to the teacher or district coordinator. If the student reports abuse, that information must be reported to appropriate school district personnel. This information must not be repeated to friends, relatives, coworkers, or other acquaintances.

I have or will agree to do as follows:

1. Receipt of Training and YouthFriends Corps Procedures. I have attended all training sessions as required for YouthFriends Corps volunteers. I have received and read a copy of the “Standards of Conduct for YouthFriends Corps Volunteers,” and I agree to abide by such standards at all times in connection with my service as YouthFriends Corps volunteer.
2. Scope of YouthFriends Corps Activities. I understand that YouthFriends Corps activities are school-sponsored events conducted on school property during the regular or extended day schedule and that YouthFriends Corps activities do not occur off school premises or outside the regular or extended day schedule. I understand that YouthFriends discourages contact between YouthFriends Corps volunteers and students other than authorized YouthFriends Corp activities (including phone calls and e-mails) and that YouthFriends does not authorize, and shall have no responsibility for, any such outside contacts.
3. Volunteer Qualifications. Throughout my service as a YouthFriends Corps volunteer, I agree to notify my YouthFriends Corps coordinator in writing of any event that may call into question my suitability to be a YouthFriends Corps volunteer, including any arrest or conviction, moving violation or allegation of child abuse or mistreatment. There have been no such events since the date of my YouthFriends Corps application.