

Volunteer Statement of Responsibility - Board Member



Volunteer Purpose Statement

Volunteers make a highly valuable contribution to our school community and we aim to provide our volunteers with meaningful opportunities to contribute to the life of the school.

Purpose of Position

School Board membership enables members of the school community to participate in an advisory and consultative group to enhance leadership, wisdom and dialogue in school decision making and assist the school in fulfilling its responsibilities as an authentic Catholic School committed to enhancing learning outcomes in accordance with its educational vision and mission.

Key Contributions

- Ensure the school remains aligned with the Vision, Mission and Values of Brisbane Catholic Education and the school.
- Be conversant with the issues of importance relating to the school and future key developments in the school community.
- Offer specialist and non-specialist skills to contribute to achieving the work of the Board.
- Contribute to the achievement of the school's improvement processes and strategic plan by supporting the implementation of agreed strategic initiatives.
- Seek advice, information and input from appropriate persons to inform and support the Principal in decision making.
- Assist in the development and evaluation of school policies and other core documents.
- Attend all scheduled Board meetings.
- Contribute to consensus based decision making.
- Be active in the school by attending and supporting functions.

Volunteer safeguarding responsibilities

All volunteers must adhere to the Volunteer and Other Personnel Code of Conduct and the following standards of conduct during their engagement as a volunteer.

DO

- Promote the best interests and human rights of children and young people.
- Treat all children and young people with dignity and respect.
- Respect the diverse backgrounds, characteristics and beliefs of children and young people.
- Create environments that are inclusive and culturally safe for all children and young people.
- Listen and respond to the views and concerns of children and young people.
- Maintain proper personal and professional boundaries with children and young people.
- Respect and protect the privacy of children and young people.
- Actively manage risks to the safety and well-being of children and young people.
- Promptly report all abuse concerns, disclosures, complaints and incidents.
- Take prompt action to ensure the safety of children and young people who may be at risk of abuse.

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DO NOT

- Have unnecessary or unauthorised physical contact with a child or young person.
- Have unnecessary or unauthorised one-on-one contact with a child or young person (including online).
- Be excessively familiar or develop a 'special relationship' with a child or young person.
- Use abusive, obscene or sexual language towards or in the presence a child or young person.
- Show a child or young person sexual or pornographic images.
- Interact with children or young people while under the influence of liquor or drugs.
- Unlawfully supply a child or young person with liquor or drugs.
- Unlawfully disclose personal or sensitive information about a child or young person.
- Take or share images of a child or young person without full and proper consent.
- Unlawfully discriminate against a child or young person.

Working with Children Check Requirements

- All volunteers are required to hold a valid Working with Children Card (Positive Notice blue card), unless they are exempt. A volunteer who is a parent of a child attending a school is generally exempt. Board Members, other than parents, must hold a valid Working with Children Card (Positive Notice blue card or Exemption card).