

HARTLAND CONSOLIDATED SCHOOLS

SCHOOL VOLUNTEER AND VISITOR AGREEMENT

We appreciate your support for keeping our school safe. The following expectations and procedures help us to ensure that you are informed and prepared to do your part to maintain a safe and orderly school environment. Please review our requirements and sign the form acknowledging acceptance and compliance:

1. You have received prior approval from the building principal to visit/volunteer for a predetermined reason/activity on a specified day.
2. You will remain in the area you were approved to visit/volunteer.
3. You will avoid the use of your cell phone to eliminate distractions.
4. Taking photos of students and staff must be approved by the principal.
5. You must respect the privacy of staff and students by honoring their confidentiality and therefore not discussing/disclosing information that is personal, academic, social/emotional and school-related while in school and outside of school.
6. You will promptly leave the school upon completion of your visit/volunteer activity.
7. No additional family (siblings, etc) are allowed to accompany you.
8. If you see or hear something that concerns you, please inform the school personnel you are working with or the principal. Please allow school personnel to intervene with corrective action/discipline.

With my signature below, I pledge to honor the school's expectations for my visit.

Student(s) name(s)

Volunteer/visitor printed name

Volunteer/visitor signature

Date

Principal signature

Date

Reason for volunteering/visit

Name of school personnel directly involved with visitor