



Policy Document Title: Policy for Volunteers
To be read in conjunction with: Child Protection Policy
Visitors Code of Conduct
Health and Safety Policy
Working Together to Safeguard Children (2018)
Keeping children safe in Education September 2023

Reviewed: 10/23

To be reviewed: 10/24

**This policy is available on the school intranet and website www.stvin.com*

Any application for a volunteer placement at St. Vincent's School shall be approved after the Senior Leadership Team has evaluated the benefits and potential costs to the school. The Principal must approve placements and report to the governing body.

All new Volunteers will go through safer recruitment procedures.

The following criteria must be adhered to:

- A nominated member of the staff to oversee placement throughout.
- All volunteers must agree to, sign and date the Volunteers Placement Agreement
- All volunteers must be police checked.
- Foreign volunteers must have evidence of clear police checking from placing organisation.
- Any breach of terms, as outlined in Volunteers Placement Agreement, will result in immediate termination of placement.