

Pope Paul Catholic Primary School

'Learning in the Light of Christ'



Volunteer Policy

Mission Prayer

**We believe that we are all God's work of art.
We strive to respect and care for each other
and to use our talents to do our best, to build a better world.
By doing this, we are:
'Learning in the Light of Christ.'
Amen.**



Volunteer Policy

Pope Paul Catholic School



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Validation grid

Title	Volunteer Policy
Author	Liz Heymoz
Associate Author/s	Carole Strange
Target Audience	All stakeholders
Stake holders consulted	All staff & Governors
Curriculum / non curricular	Non-curricular
Associated Policies / Documents	All policies
New Policy or Review of existing policy.	Review
Date of Submission	February 2026
Date for Review	February 2028
Date ratified by Governors	10 th February 2026

Signed Headteacher

Signed..... Chair of Governors

Policy for Volunteers in School

We at Pope Paul value and respect the wish of parents and other adults to offer their services to support children's learning in school. This policy aims to set out what we expect of anyone wishing to volunteer and also what they can expect from us.

Safeguarding Children:

All adults volunteering to work with the children in our school on a regular basis (more than once a week over several weeks), will be asked to undergo a DBS (Disclosure and Barring Service) check. The head will ensure that these checks are carried out, in line with current legislation and guidelines from the DfES.

Until a successful DBS check has been received, no adult will be allowed to work with children in school unsupervised. This is to safeguard both the children and the adult.

What you can expect from us:

- We will make you aware of safeguarding and health and safety procedures, including key e-safety issues.
- If supporting in class, the Class Teacher will provide you with clear guidelines for how he/she would like you to support the learning of a child or group of children.
- The school will give you advance notice of changes to the normal school routine whenever possible.
- We expect high standards of behaviour from our children at all times and we will support you by ensuring the children always treat you with respect.
- We will not ask you to work in the same class as your child/children.

We expect that you will:

- Familiarise yourself with fire assembly points and comply with safeguarding and health and safety procedures, including e-safety.
- Respect the confidentiality of both children and staff.
- Uphold and support the Catholic ethos of our school at all times.
- Try to commit to a regular time or series of times.
- Give as much notice as possible of times you are unable to be in school for a planned session.



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Registration Form for Volunteers in School

Name:

Contact Number: _____

I would be available to help on the following day/s at the following time/s:

I would be most interested in helping in these subjects:

I have read the **Policy for Volunteers in School** and I am willing to comply with the expectations listed in it.

I am also willing for a DBS check to be carried out, if necessary.

Signed: _____

Date: _____

