



Contra Costa Christian Schools

PREPARING THE NEXT GENERATION

2721 Larkey Lane, Walnut Creek, CA 94597 - 925-934-9694 - www.cccss.org

Contra Costa Christian Schools Volunteer Code of Conduct

The volunteer shall:

- Immediately upon arrival, sign-in at the front office or the designated sign-in station.
- Be conscientious and concerned for the health and safety of students and staff.
- Recognize and follow the authority and direct supervision of the teacher and/or administrator.
- Be free of the influence of alcohol, cannabis, or illegal drugs.
- Not use tobacco products, electronic nicotine delivery systems or vape pens throughout the school's buildings, grounds, or vehicles transporting students.
- Not bring other children when volunteering.
- Not make any other stops when transporting students.
- Only use adult restroom facilities.
- Promptly notify the school administrator if you observe, have knowledge of, or reasonably suspect that a child has been the victim of child abuse. We will assist you in making the report.
- Refer any student behavior or discipline matters to the appropriate staff to address.
- Maintain confidentiality of student information outside of school and share any concerns with the supervising teacher or school administration.
- Support all of the school and classroom policies and programs (including policies on videotaping, photographing, or/and social media use).
- Promptly inform the teacher or school office when unable to attend or when discontinuing to serve as a volunteer.
- Dress and act professionally.

Volunteer Name *PLEASE PRINT CLEARLY*

Signature of Volunteer

Date

Student Name(s)

Please read the Code of Conduct carefully. It must be signed to be approved as a volunteer.