# Volunteer Code of Conduct

# & Agreement Form

## 1. Purpose & Compliance Statement

As a volunteer for Judson Independent School District (JISD), you play a vital role in supporting our educational community. To ensure a safe, professional, and productive environment for all students and staff, volunteers must strictly adhere to this Code of Conduct.

⚠️ **Important Notice:** Failure to uphold any guideline or standard outlined below may result in immediate dismissal from assisting as a JISD Volunteer.

## 2. Operational Procedures & Attendance

- **Check-In Requirements**: Sign in at the designated campus station upon arrival and sign out immediately when your duties are complete.
- **Identification**: Always Wear the school-provided volunteer name badge or identification visibly during your visit.
- **Assignment Fidelity**: Remain at your designated volunteer station or assignment for the entire duration of your shift.

## 3. Professional Standards & Environment

- **Conduct and Attire**: Dress appropriately for your specific assignment and maintain a professional demeanor toward staff, students, and fellow volunteers.
- **Drug, Vaping & Tobacco-Free Grounds**: Refrain from smoking, vaping, or using tobacco products anywhere on school district property.

## 4. Student Safety & Supervision

- **The Three-Person Rule**: Avoid being left completely alone with a student. Ensure a third party is present whenever possible.
- **One-on-One Programs**: Conduct any authorized one-on-one student programs strictly within a supervised setting.
- **Transportation Restrictions**: Do not transport students, staff, or other volunteers.
- **Off-Campus Contact**: Do not contact students outside of school hours.

## 5. Confidentiality & Data Privacy

- **Student Privacy**: Maintain strict confidentiality regarding school matters outside of campus.
- **Media and Information**: Never disclose, use, or share student photographs, videos, or personal data with anyone.
- **Reporting Protocol**: Immediately report any concerns regarding student welfare or safety directly to teachers or school administrators.

## 6. Background Screenings

- **Criminal History Checks**: Acknowledge that JISD will submit and review your criminal history record check.
- **TEA Do Not Hire Registry:** Acknowledge that JISD will check your name against the Texas Education Agency (TEA) Do Not Hire Registry.

## 7. Acknowledgment & Signature

By signing below, I certify that I have read, understood, and agree to abide by the JISD Volunteer Code of Conduct.

**Volunteer Printed Name:** _____

**Volunteer Signature:** _____ **Date:** _____