

Policy 6: Volunteers and Guests

6.1. General Terms

- Volunteers and guests are welcome at the SCD. This may include parents, guardians, community members, or special presenters
- Volunteers and guests must receive permission from Director prior to each presence at daycare
- Volunteers and guests must abide by all SCD policies, including Code of Conduct
- Regular volunteers (i.e., those present at the daycare 10 times per year or more) must provide criminal record check with vulnerable sector check

6.2. Volunteer Duties

- Duties of volunteers/guests may include:
 - Provide extra support to educators as requested
 - Work closely with children who require one-on-one care
 - Assist with eating
 - Participate in story-time, crafts, or other activities
 - Aid with excursions
 - Plan special events in and outside of the daycare
 - Clean the facility
 - Other activities as approved by Director
- o Volunteers may under no circumstances perform any activities with children unsupervised, assist children with toileting, or administer medications

6.3. Volunteer Compensation

- Volunteers who are present at daycare during regularly scheduled mealtimes may be provided a meal
- Volunteers may receive gifts or honorariums as appropriate; an effort must be made to ensure all volunteers are treated fairly

6.4. Termination of Volunteer Agreements

- Any individual may be asked to cease volunteering at daycare at discretion of the Board. Reason for termination need not be given, but may include failure to abide by policy or procedures or violations of code of conduct