

## Volunteer and Other Personnel Registration Form

Surname		First Name	
Contact number			
Address			
City/Suburb		Post Code	
<i>Please circle the role that applies to you</i>			
I am registering to be a Volunteer / Other Personnel			
Position			
Student Protection & Code of Conduct Training Completion Date			
<i>Other Personnel and Volunteers who are not Volunteer Parents of a child attending the school please complete either A or B</i>			
A. Positive Notice Blue Card Registration Number		Expiry Date	
B. Exemption Card Registration Number			
<b>NB: A copy of the current Blue Card or Exemption Card must be attached to this form</b>			

### Important Information:

Volunteers and Other Personnel are required not to discuss with others, any matter concerning a student or staff member, except disclosures which are required to be made under the *Volunteer and Other Personnel Code of Conduct*. If appropriate confidentiality is not maintained, the Principal will consider appropriate action which may include excluding the person from continuing in their role.

*Please tick the boxes to acknowledge the following*

I understand that I must follow the school's visitor procedures and sign in and out at reception on all occasions.

I confirm I have downloaded and read the *Volunteer and Other Personnel Code of Conduct*

I have read, understood and accept the responsibilities detailed in the above-mentioned *Volunteer and Other Personnel Code of Conduct*.

Signed		Date	
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**Other Personnel and Volunteers who are not Volunteer Parents of a child attending the school.** Complete and provide this registration form to your principal along with a copy of your Blue Card or Exemption Card.

**Volunteer Parents of a child attending the school.** Complete and provide this registration form to your principal.