

# VOLUNTEERS POLICY

If you need help understanding the information in this policy, please contact Port Phillip Specialist School on 96460855





policies relating to [Equal Opportunity and Anti-Discrimination](#), [Sexual Harassment](#) and [Workplace Bullying](#).

The principal (or their nominee) will determine the level of school staff supervision required for volunteers, depending on the type of work being performed, and with a focus on ensuring the safety and wellbeing of students.

The principal has the discretion to make a decision about the ongoing suitability of a volunteer worker and may determine at any time whether or not a person is suitable to volunteer at Port Phillip Specialist School.

### **Privacy and information-sharing**

Volunteers must ensure that any student information they become aware of because of their volunteer work is managed sensitively and in accordance with the [Schools' Privacy Policy](#)

### *Public liability insurance*

The Department of Education and Training's public liability insurance policy applies when a volunteer worker engaged in school work is legally liable for: