

## VOLUNTEER POLICY

*Each one should use whatever gift he has received to serve others, faithfully administering God's grace in its various forms. I Peter 4:10*

- **Purpose**

This policy sets the expectation for a volunteer as a role model for students. A volunteer is a person who serves in a position of trust, leadership and has regular contact with Cathedral Academy students and parents (e.g. classroom helpers, chaperones, Booster Club, library workers, etc.)

- **Background**

The mission and objectives for Cathedral Academy are inextricably interlaced biblical principles. Therefore, the lifestyle of each regular volunteer is an important issue.

- **Policy**

The volunteer will manifest by daily example the highest Christian virtue, serving as a Christian role model (I Timothy 4:12) both in and out of school to students (Luke 6:40) and to others. Christian influence is demonstrated by word, deed, example, and shared experience. Therefore, the volunteer is expected to be a role model in judgment, dignity, respect and Christian living. (Col. 3:17, Titus 2:7-8, I Thess. 2:10, 5:18, 21-22, James 3:17-18)

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*And whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks to God the Father through Him. Colossians 3:17*

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The volunteer is expected to maintain a good personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy. It is expected that each volunteer will use discretion in clothing selections to help formulate a professional atmosphere.

As a role model, scripture dictates standards of sexual behavior including, but not limited to, premarital, extramarital or homosexual activity; sexual harassment; use or viewing of pornographic material or websites; and sexual abuse of children is forbidden and violates the requirement of being a Christian role model. Such behaviors are grounds for immediate dismissal from responsibilities and positions. Other grounds for dismissal include abandonment of position, neglect of responsibilities, heresy or any conduct tending to bring discredit upon the school or upon the volunteer that causes a diminishing of his/her effectiveness as a Christian role model for the students of Cathedral Academy.

The volunteer is to attend faithfully a local church whose fundamental beliefs are in agreement with the statement of faith of Cathedral Academy (Hebrews 10:25). Wise stewardship in both personal and business financial matters is another important aspect of being a Christian role model. (I Tim 3:1-7, 6:9-10, Matt. 25:14-30, Luke 12:35-40)

The volunteer is to follow the biblical principle of Matthew 18 and Galatians 6:1 regarding disputes and disagreements. All differences are to be resolved using biblical principles, always presenting a united front. Appropriate confidentiality will be observed in regard to

student, parent, and school matters (Titus 3:2, Galatians 5:15). Regular volunteers shall support school policy and administrative decisions thereby not creating dissension.

Each volunteer also must demonstrate by example the qualities of respect, judgment, and humility. Prideful conduct, displays of anger, engaging in gossip or slander and displaying an unwillingness to seek or receive counsel are all contrary to scriptural admonitions. (Eph. 4:29-32, James 1:19-20, Col. 3:12-17, Phil. 2:1-11, 4:8, Mark 10:42-45, Prov. 15:22, 29:23)

By agreeing to become a volunteer at Cathedral Academy, the individual agrees to subject to a criminal background check. A signed release will be required prior to Cathedral Academy conducting a background check.

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*“For even the Son of Man did not come to be served, but to serve”* Mark 10:45a

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Volunteers may be placed into positions where parents seek information regarding their child or other children. Volunteers are never to share personal views regarding the assessment of a child or an incident they may have observed. They are to refer all matters to the classroom teacher or school administration. It is expected that volunteers will never put themselves into a position where their own integrity or the integrity of the staff of Cathedral Academy might be compromised.

## **Volunteers Levels**

*All volunteers are expected to complete the Volunteer Application Form. It is understood that in the case of an emergency the well being of the students will take precedence and the following requirements may be waived as necessary.*

**Level One:** Assist in clerical situations and have no supervision of students.  
Help in the classrooms but are always supervised by teachers/staff.  
Chaperone field trips, tutor, or have any direct supervision of students.

*Volunteer Application and Background*

**Level Two:** Transport students by personal vehicle for field trips, sporting events, etc.  
*volunteer application, background check, copy of driver’s license, copy of current vehicle insurance*

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*“For where your treasure is, there will your heart be also.”* Luke 12:37

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