

Volunteer Role Description – After School Hours Sport



Aims of the role

To develop each student's:

- social skills and confidence
- ability to play as part of a team
- individual skills in the sport
- knowledge of sports rules and sportsmanship
- enjoyment of the sport.

What you need before you start

As well as the usual minimum requirements in the Department for Education volunteer policy and procedure, you must have:

- a way for people to contact you when you volunteer (e-mail, text, phone)
- easy access to a first aid kit and relevant medical details of students.
 - A basic kit is provided by the school except if you are at a private provider centre, i.e. Life Be In It, Unley)

Supervision and safety

You need to make sure that:

- everyone is safe
- students go to the toilet in pairs
- you can be contacted by the Sports Coordinator, leadership team, parents and caregivers.

The duty of care for students is always the responsibility of the principal. However, if no department staff are present, you need to:

- have the names and contact details of students and their parents or caregivers (provided by the school)
- always have another adult present (a parent or caregiver of one of the students)
- know who the students can leave with and wait with them until they are collected
- contact school staff if you can't contact parents or caregivers
- have the mobile number of the Sports Coordinator and a method of contacting the school
- know what to do if the parents or caregivers don't turn up on time to pick up their child, including knowing that you must contact the sports coordinator.

What we expect from you

- Uphold Highgate School values of Respect, Honesty & Integrity and Kindness towards all students and staff at all times
- Treat everyone fairly and with respect. This includes ensuring all children get equal playing time in all positions no matter their ability
- Include students of all abilities, ages, genders, and ethnic backgrounds.
- Be a good role model for the students.
- Show enthusiasm and enjoyment – make it fun.

Reporting and contact details

Volunteer reports to: Ben Beazley, Sports Coordinator

Volunteer Coordinator: Emily Roberts, Emily.roberts772@schools.sa.edu.au