

## ARMIDALE OUT OF SCHOOL HOURS CARE

### *Student and Volunteers Policy*

<b>Related documentation Policy/policies:</b>	Safe Use of Digital Technologies and Online Environments, Code of Conduct, Child Protection Policy,
<b>Regulation/s/ Standards:</b>	Regulations 77, 82, 83, 149, 155, 165, 166, 170, 182 National Quality Standards Area 1, 5 & 64
<b>Related procedures:</b>	Work, Health & Safety, Supervision, Photo and Camera
<b>References:</b>	ACECQA Research & Resources
<b>Date Effective:</b>	November 2025
<b>Date for review</b>	November 2028
<b>Purpose</b>	While we value the potential opportunities afforded by volunteers and students to our service, we must put in place safeguards to ensure the health, safety and wellbeing of the children.
<b>Responsibility</b>	Directors and Management, Coordinators and Educators

#### **Key information:**

Armidale and District Family Day Care Limited (AFDC), as service sponsor, and a small not for profit corporation, acknowledges the high level of supervision required when students and volunteers are invited into Armidale Out of School Hours Care and therefore are unable to offer invitations to any volunteers or to students who are not undertaking traineeships or apprenticeships with the Company.

#### **Policy:**

AFDC reserves the right to offer a traineeship or apprenticeship to an Educator currently engaged with Armidale out of School Hours Care.

AFDC also reserves the right to review this Policy in the future to broaden the scope of participation by stakeholders in Armidale Out of School Hours Care.