**St. PJ’s Children’s Home Volunteer Code of Conduct**

St. PJ’s Children’s Home is committed to providing a safe environment to all children (residents) in its care, including protecting children from sexual abuse and sexual harassment. In order to ensure the safety of children, who are under the age of 18, care provider facility staff, contractors, and volunteers must comply with the following **Code of Conduct.**

1. Volunteers will not engage in any form of sexual abuse or sexual harassment.
2. Volunteers will not verbally or physically abuse any child residing at St. PJ’s Children’s Home.
3. Volunteers will not engage in sexual contact with anyone while volunteering with or at St. PJ’s Children’s Home.
4. Volunteers will not exchange letters, gifts, pictures, phone numbers, personal information, email addresses, or social media information with any child in the care of St. PJ’s Children’s Home or within three (3) years of the child’s discharge. Requests for exceptions must be submitted in writing to and approved by the Executive Director and/or care provider management.
5. Volunteers may not have contact with any resident of St. PJ’s Children’s Home off campus without pre-approval and by management while the child is in care or within three (3) years of the child’s discharge. Requests for exceptions must be submitted in writing to and approved by the Executive Director and/or care provider management.
6. Volunteers must confine their relationships with the residents to those activities which fall within the scope of the volunteer activity. Requests for exceptions must be submitted in writing to and approved by the Executive Director and/or care provider management.
7. Volunteers may not engage in a romantic or sexual relationship with a child is in St. PJ’s Children’s Home care of within three (3) years of the child’s discharge.
8. Volunteers may not live with a resident within three (3) years of the child’s discharge.
9. Volunteers must report knowledge, suspicion, or information about sexual abuse, sexual harassment, or inappropriate sexual behavior according to mandatory reporting laws, Federal laws and regulations, and St. PJ’s Children’s Home policies and procedures.
10. Volunteers with knowledge or information of a volunteer violating this Code of Conduct must report this knowledge or information to a St. PJ’s supervisor, Leadership, or Volunteer Coordinator on sight.
11. Volunteers have a continuing affirmative duty to disclose any misconduct.

St. PJ’s Children’s Home will immediately terminate any volunteer who violates this Code of Conduct and they will not be permitted to be on St. PJ’s Children’s Home campus or interact with St. PJ’s residents.

I acknowledge that I have been informed of and understand each of the items as listed above. I agree to comply with the Volunteer Code of Conduct, indicated by my signature.

**Volunteer Name (Please Print):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Volunteer Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_