

GLENELG PRIMARY SCHOOL

Diagonal Road Glenelg East SA 5045

T: 8295 3943 F: 8295 2390

E: dl.1017.info@schools.sa.edu.au

W: www.glenelgps.sa.edu.au



Volunteer role description

Your role

Sport Coach or Manager

Location

At the school for practice and at different sites for games.

Start date (and end date if known)

May 2019

Key skills

- The ability to relate well with children and communicate in a positive and encouraging way with team members.
- Experience in working effectively with children to encourage learning of new skills and participation in games.

Main duties

- To organise students to play effectively as a team, to display respect and to participate to the best of their ability.
- To communicate effectively with parents of the team and encourage their support and encouragement.

Aim of the role

- To support children in their learning of new skills and active participation in sporting activities.
- To develop each student's:
 - social skills
 - ability to play as part of a team.

What you need before you start

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

- Name badge
- a way for people to contact you when you volunteer

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- easy access to a first aid kit and relevant medical details of students – collected from Michelle.

Supervision and safety

You need to:

- Collect your badge from the front office and always wear it at training or games to identify yourself as a trained volunteer.
- You need to make sure that:
 - everyone is safe
 - students go to the toilet in pairs
 - you can be contacted by the principal, 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
 - 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
 - make sure everyone is safe.

What we expect from you

- Treat everyone fairly and with respect.
- 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.

Any other special conditions

Volunteer reports to: Michelle Fountas

Contact person: Trea

Role review date: 12/ 4 /2020