

Volunteer Requirements

Please complete **AFTER 9/01/2026**

1. Annual Student Protection & Code of Conduct Training

All volunteers must complete the **online Student Protection and Code of Conduct Training** each year.

✦ Access it via the [BCE Policies tab](#) on the [St Catherine's School website](#) or this QR Code

☑ After completing the training, print the registration form and bring it to the school office.

⊖ You cannot volunteer without completing this training annually.



Blue Card Requirement for Non-Legal Guardians

If you are a **non-legal guardian volunteer** (e.g. step-parent, grandparent, community member), you must hold a **valid Blue Card**.

📄 Bring your card to the school office for copying.

📄 Apply via the **Queensland Government Blue Card Services** if needed.

2. Annual Volunteer Fire & Evacuation Training

All volunteers must complete the **Volunteer First Response Fire and Evacuation Training** before starting onsite.

🌐 Access it via the [Quick Links](#) on the school website homepage or this QR code

📄 No assessment is required.



3. Statement of Completion

All volunteers must submit the **Statement of Completion of Volunteer Training**.

📄 Find it under [Quick Links](#) on the school website or this QR code

☑ This confirms you've read and understood the Fire and Evacuation Training (no assessment required).



When volunteering at the school:

- Sign In/Out at the Volunteer Register (located at the front office) and wear a badge while onsite.
- Follow staff instructions during fire, emergency, or evacuation situations.
- Seek First Aid if injured onsite.
- Report hazards or incidents to the school office.
- Maintain appropriate boundaries with children.
- Respect and protect children's privacy.
- Adhere to the Volunteer and Other Personnel Code of Conduct and all standards of conduct.
- Review the Statement of Responsibilities for your selected role via BCE Connect or the Parent Portal (Document/Volunteer Information).
- **Note:** Names of Registered Volunteers may be shared with relevant parties at St Catherine's.