



PORTSMOUTH CHRISTIAN ACADEMY VOLUNTEER SERVICE PROGRAM CODE OF ETHICS

____ 1. I will be dependable. If I am unable to keep a volunteer appointment, I will notify the proper person as far in advance as possible.

____ 2. I will respect and support PCA's Statement of Faith and Lifestyle Policy (attached) and the rules and policies contained within the Lower and Upper School Parent/Student Handbooks (available in electronic form on Veracross Parent portal; hard copies available upon request).

____ 3. I will be discreet. I recognize that my work as a volunteer is confidential. (See note below.) I recognize that students, teachers, and staff should not be discussed with anyone except pertinent and appropriate school personnel. I recognize that students should not assist with my volunteer assignments without a staff member's prior approval.

____ 4. I will be reliable. I will follow directions and not hesitate to ask for more specific instructions when necessary. I will communicate with my supervising staff member about goals, methods, and assignments.

____ 5. I will be professional. As a school volunteer I will conduct myself as a member of the school team.

____ 6. I will be nurturing. I will be patient and understanding with the children and motivate them by encouraging them, leaving discipline to the teacher.

____ 7. I will be a positive role model. Realizing that students look up to the school volunteers, I will strive to set an example for the students in the way that I speak, act, and dress.

____ 8. I will provide feedback to the school. When asked for input on the volunteer program, I will do my best to give constructive comments.

Confidentiality

The importance of confidentiality regarding all matters within the school setting cannot be stressed enough. Events that take place at school and personal information acquired through the course of volunteer responsibilities should NOT be discussed with anyone. Confidentiality also extends to school documentation that volunteers may assist in preparing. We take great efforts to inform all parents of pertinent information through the same channels of communication. It is improper for a volunteer to impart information to others prior to official communication from the school.

Affirmation

I have reviewed and agree to abide by PCA's Volunteer Service Program Code of Ethics. I have read and agree to respect and support PCA's Statement of Faith and Lifestyle Policy as well as all rules and policies contained in the appropriate Parent/Student Handbook. I will direct any questions I may have to either the volunteer coordinator or the staff person for whom I am volunteering. If a volunteer does not meet any of the standards listed above, he/she may be excluded from certain volunteer assignments within the school.

Name (printed)

Signature

Date

Statement of Faith

The basis of the Corporation shall be the Word of God. It will structure itself on the teachings of Christ and not on the doctrines of any particular denomination. Furthermore, it will not discourage or discriminate against the doctrines or members of any denomination which embraces the Statement of Faith of the Corporation.

Each member of the Board of Directors and each member of the staff of the Corporation having accepted Jesus Christ as personal Savior, shall subscribe annually in writing to the following Statement of Faith:

- I believe the Bible is the Spirit-inspired and wholly authoritative Word of God. (II Tim 3:16)
- I believe that there is one God who is eternally existent in the three persons of the Father, Son, and Holy Spirit. (I Jn5:4-7)
- I believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His substitutionary death on the cross, in His shed blood for the remission of sin, in His bodily resurrection from the dead, in His ascension to the right hand of the Father, and in His personal return in power and glory. (Jn 10:30, Lk 1:34,35, Heb 7:26, Acts 2:22, II Cor 5:21, I Jn 1:7, I Cor 15:4, Acts 2:33, Lk 21:27)
- I believe that God created the heavens and the earth, light and darkness, the sky and waters, the sea and land, vegetation according to its various kinds, the day and night, the fish of the sea and the birds of the air, the creatures of the earth according to their kinds, and man in His image. (Gen 1:1-27)
- I believe that man was created good and upright, and that by voluntary transgression fell and thereby incurred physical and spiritual death, which is separation from God the Father. (Gen 1:26, 27; 2:17; 3:6; Rom 5:12-19)
- I believe that man's salvation is received through repentance of sin and faith in Jesus Christ, shown by a life that is growing in holiness. (Lk 13:3; Rom 10:9; I Cor 7:1)
- I believe in leading a life that is sanctified by the power of the Holy Spirit where sanctification is the act of separation from that which is evil and being dedicated unto God. (Rom 8:13; 12:1-2)
- I believe in the resurrection of both the saved and lost. The saved will enter into the resurrection of life with the Father according to Christ's work, and the lost into the resurrection of the damned according to their own works. (Jn 5:24, 28, 29)
- I believe in the spiritual unity of the Body of Christ, that includes all those that are trusting Christ for their salvation and leading a sanctified life. (Jn 17:21-23)

Lifestyle Policy

PCA is a religious, non-profit Christian school. PCA requires its employees to exhibit the qualities of a Christ-like life acting as Christian role models (Rom. 10:9-10); I Tim. 4:12; Luke 6:40). Employees will conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian lifestyle should reflect the biblical perspective of integrity and appropriate personal and family relationships, business conduct and moral behavior. An employee is expected to demonstrate a teachable spirit, an ability to share love for others, a willingness to live contentedly under authority and a commitment to follow the Matthew 18 principle when an issue arises with fellow employees, faculty or administration. PCA expects employees to maintain a lifestyle based on biblical standards of moral conduct. Moral misconduct, which violates the bona fide occupational qualification for employees to be Christian role models, includes, but is not limited to, promiscuity, homosexual behavior or any other violation of the unique roles of male and female (Rom. 1:21-27; I Cor. 6:-20). PCA believes that biblical marriage is limited to a covenant relationship between a man and a woman. PCA employees are expected to maintain a lifestyle based on biblical standards of conduct. Failure to do so may result in a reprimand or, in some cases, dismissal from employment. It is the goal of PCA that each employee will have a lifestyle where "...He might have pre-eminence."(Col. 1:18)

PCA expects all of its employees and its volunteers to model the same Christian values and lifestyle that it seeks to inculcate in its students. All employees and volunteers must recognize, understand, and agree to live by the Christian moral standards of the school. Such individuals must not during their terms of employment or volunteering engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, and extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law. "Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex." Hebrews 13:4 The Message | "A pupil is not superior to his teacher, but everyone [when he is] completely trained (readjusted restored, set to rights, and perfected) will be like his teacher." Luke 6:40 The Amplified Bible

The biblical and philosophical goal of PCA is to develop students into mature, Christ-like individuals who will be able to exhibit a Christ-like life. Of necessity, this involves the school's understanding and belief of what qualities or characteristics exemplify a Christ-like life. Even though parents may personally believe differently, while enrolled at PCA, all students are expected to exhibit the qualities of a Christ-like life espoused and taught by the school and to refrain from certain activities or behavior. Thus, PCA retains the right to refuse enrollment to or to expel any student who engages in sexual immorality, including but not limited to, such behaviors as heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, and extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law. PCA's biblical role is to work in conjunction with the home to mold students to be Christ-like. On occasion, the atmosphere or conduct within a particular home may be counter to or in opposition to the biblical lifestyle the school teaches. This includes, but is not necessarily limited to, sexual immorality, homosexual sexual orientation, or inability to support the moral principles of the school. In such cases, the school reserves the right within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.