



# External Support Workers

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Form must be completed and emailed to the Access Coordinator ([Laura.McGrath@burnaby.ca](mailto:Laura.McGrath@burnaby.ca)) at least **1 week before** the start of the program.

*Participant's name:* \_\_\_\_\_

## Code of Conduct for External Support Workers

As an external support worker, I understand:

- My role is to provide the individual support necessary for the child I am working with to safely participate in the recreation program.
- The Program Leader's role is to lead activities, provide direction to the participants and respond to all matters related to the health and safety of all program participants.
- I will not assist any child other than the one I am working with to use the washroom, with meals or with their physical or emotional needs but will advise the Program Leaders immediately if I observe a child in need.
- In an emergency the Program Leaders will take lead and I may be called on to assist.
- I must follow all the procedures and rules of the program and adhere to all safety standards and practices.
- I may be privy to confidential or personal information about other program participants and will respect the rights and privacy of others by keeping that information in confidence.
- In the event I need to take the child I am working with away from the group at any time I will let the Program Leaders know where I am taking the child and when I will return.

By signing below I confirm I have read and understood the information in this document and will abide by the code of conduct. Failure to do so will result in me not being permitted to return to the program.

\_\_\_\_\_  
**Support Worker – Print Name**

\_\_\_\_\_  
**Signature**

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

By signing below I confirm I have ensured that the support worker I have provided to assist my child has read and understands the information in this document and will abide by this code of conduct.

\_\_\_\_\_  
**Parent/Guardian – Print Name**

\_\_\_\_\_  
**Signature**

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

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