

TERMS AND CONDITIONS

WHITEHOUSE STUDENTS PARTICIPATING IN EXTERNAL EVENTS AS VOLUNTEERS CONDUCT AGREEMENT

This document details the **Terms and Conditions** related to Whitehouse students participating as **Volunteers** at external events and is a supplement to the Policy [Code of Conduct \(students\)](#).

The Whitehouse Institute of Design, Australia encourages and provides opportunities for students to engage and participate in external events as Volunteers to experience real-life industry practices. This may include, but is not limited to, annual Fashion Week runways, exhibitions, showcases and events.

In line with Whitehouse's Student Code of Conduct policy, and the host's own internal policies and event arrangements, the **Terms and Conditions** detailed below are instructions, advice, as well as applicable disciplinary actions for (non-academic) breaches committed. Students must agree to these Terms and Conditions for their role as Volunteers to be approved.

As *Volunteers*, students are ambassadors of the Institute, and must:

1. Uphold its values of respect for others, tolerance, honesty, and ethical behavior.
2. Follow all instructions by their designated teacher and / or event supervisor.
3. Carry out their duties to the agreed role with efficiency.
4. Observe Workplace Health and Safety.
5. Treat physical property with care to avoid causing damage.
6. Act professionally, always.
7. Not be under the influence of alcohol and any proscribed substance.
8. Not use mobile devices and social media that is not part of the agreed duties and tasks.
9. Not engage in behavior that can be construed as offensive, threatening, or harmful misconduct such as discrimination, bullying or harassment, including sexual assault or sexual harassment that may constitute a legal or criminal offence.

Failure to abide by the above and provisions of the Whitehouse student Code of Conduct and the host's policies / event arrangements may lead to disciplinary action, depending on the severity of the breach, including but not limited to:

1. Verbal warning issued to student requiring an apology.
2. Revoke access to remainder of event.
3. A formal disciplinary letter requiring an apology and participation in counselling.
4. Exclusion from future volunteering opportunities.
5. Fail result in an assessment task for a subject(s), if applicable.
6. Fail result in a subject(s), if applicable.
7. Suspension from the course.
8. Cancellation of enrolment.

Failure to sign and submit this agreement will result in having an application for a volunteer role not being approved.

As an enrolled student at the Institute, I understand and agree without alteration or variation to the above Terms and Conditions.

Student Name			
Student ID number			
Course			
Campus	Sydney ☐	Melbourne ☐	Brisbane ☐
Signature			Date:
Staff Member Name			Date: