



Volunteer Deposit Policy

Revision June 2023

All members of the Society are expected to hold at least one volunteer position per year. Volunteering includes serving as a Director on the Board, being a class assistant, or taking a position described in "VJHLSS Volunteer Job Descriptions". Under extenuating circumstances³ where a member cannot fulfil this requirement, they may pay a \$150 deposit in lieu of volunteering. Members who are teachers at VJHLSS are exempt from volunteering.

1. If you are unable to volunteer, pay \$150 by e-transfer.
2. If your children are enrolled in the middle of the school year and you do not volunteer, you will be charged \$12.50 times the number of months from the month of enrollment until August.
3. If your children leave VJHLSS before you start working as a volunteer, you will be charged \$12.50 times the number of months from September to the last month. However, it is preferred that you contact the Board as soon as you know you are unable to fulfill your volunteer duties so that you can switch and complete a different volunteer position before leaving the school.⁴
4. If you are unable to fulfill your volunteer duty due to unforeseen circumstances, you are responsible for finding a substitute for your position or switching positions with another volunteer so that the tasks will be completed without interruption, and report it to the Board of Directors. Nevertheless, if you are unable to do any volunteer work, you will be charged \$150 as a volunteer deposit by the end of the school year.

³ Working full-time or having other volunteer commitments are usually not considered extenuating circumstances.

⁴ If you are in a continuous volunteer position (e.g. class assistants, hallway monitors) and you withdraw from the school, you will be deemed to have fulfilled your volunteer duty and will not be required to pay the deposit. On the other hand, if you did not volunteer at all while your child was enrolled at the school, you are required to either 1) complete your assigned volunteer duty or 2) pay the applicable volunteer deposit.