



Variety School Breakfast Club

Volunteer Information Sheet

SUPPORTED BY

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Government


variety
the children's charity

Volunteers

Volunteers from your school community are a wonderful asset to any breakfast club. They bring a range of skills, experiences, and fresh perspectives, while helping to connect students with the wider community and support the smooth running of the program.

Having a clear process for recruiting and managing volunteers helps ensure you find the right people and encourages them to stay involved for longer.

This guide has been created to support schools in recruiting and managing volunteers effectively.



Who can help with breakfast club?

Running a successful Breakfast Club takes a team effort. There are many people within and beyond your school community who can play a valuable role in making it happen.

Teachers and Education Support Staff and non-teaching staff.

School staff can be a great resource in supporting the breakfast club. Their involvement helps build strong connections with students and ensures the program runs smoothly.

School Wellbeing Staff

This may include the school chaplain, school health nurse, social worker, or other wellbeing team members. Their experience and relationships with students can make a real difference in fostering a supportive environment.

Students

Breakfast club offers wonderful leadership opportunities for students. Consider involving student leaders, SRC members, senior students, or health and wellbeing ambassadors.

Parents, Guardians, and Grandparents

Family volunteers are often long-term supporters who have a vested interest in the school community. Their ongoing involvement adds warmth, familiarity, and consistency to the program.



Who can help cont...

Local Community Members

Reach out to your local volunteer groups for help connecting with community members interested in volunteering.

Local community groups

Organisations and groups such as Rotary, Lions, Probus, as well as church or youth groups, local banks, can be great sources of volunteers and community support.

Local Emergency Service Members

Consider inviting local Police Officers, Police Youth Resource Officers, SES, or volunteer fire fighters to get involved. These partnerships are mutually beneficial—providing positive community engagement opportunities for both students and service members.



Volunteer processes and checklist

Recruitment

- Develop a basic Breakfast Club Volunteer Position Description.
- Develop a Volunteer Recruitment Flyer.
- Advertise the position. This could be in your school's newsletter or social media channels.

Screen Volunteers

- Interviews.
- Working With Vulnerable People check (WWVP).

Management

- Provide volunteer induction.
- Have a roster for your volunteers.
- Have a volunteer sign in sheet and leave in a central location for volunteers to access.
- Provide clear guidelines to volunteers, including tasks and expectations. Make these guidelines accessible to all volunteers.
- Give volunteers opportunities to provide feedback and regularly check in with volunteers.

Recognition

We all like to be appreciated and acknowledged.

Make sure you thank your volunteers and thank them again for their time and the difference they help making.

This can be as simple as certificates of appreciation presentation over a morning tea at the end of the year or term.

Even presenting them with their name badge once they finished the onboarding will make them feel welcome and part of the team.

