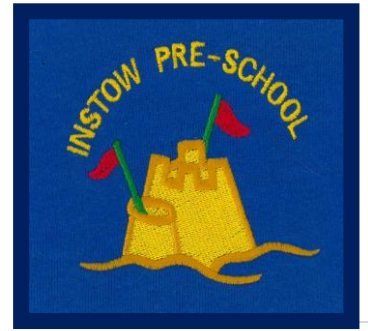


Instow Community Primary and Pre-School

Role of the Parent Helper/Student/Volunteer



Why encourage parents/students/volunteers to participate?

Parents, students and volunteers have a wealth of knowledge and experiences that can contribute to our Pre-School

An extra person to help at an activity can make a valuable contribution to our Pre-School

Parents, students and volunteers, who get involved will gain first-hand experience of the way Pre-School operates and an understanding of our approach.

How can parents/students/volunteers assist?

Join in with the children in their free play, assisting where needed (helping with shoes on and off, tying aprons, naming paintings/pictures, supervising the outside play area). Please always encourage independence whenever you can. If you have a particular skill that you would like to share with the children, please let us know.

Packing away

Encourage all children to help pack away.

Please do not hesitate to ask a member of staff about where to find things or where to pack away.

Quiet reading

During the session some children like to have a story read to them, if you can assist with this then that is really helpful.

Snack time

Help at snack time is much appreciated.

Before and after snack time all tables used need to be wiped down with anti-bacterial cleaner.

Encourage and support all children to wash their hands with soap and water before having a snack.

When making hot drinks please always place up on a shelf out of the reach of children

Mobile Phones

Due to the safety and welfare of the children we request that mobile phones, including new technological devices with imaging and sharing capabilities e.g. smart watches, are not used but handed into the main office/turned off when signing in. (See Policy)

Taking Children to the toilet

Parents, students and volunteers, please be aware that only staff members take children to the toilet, unless of course it is your own child. If another child asks you then please ask a member of staff. **In line with our Safeguarding Policy, we ask that parents, students and volunteers do not enter the toilet area.**

Gate/Door Security

The gate leading out into the road is padlocked at all times and only opened by a member of staff when the children leave at the end of the morning/afternoon session.

Please ensure that the gate leading to the main playground is double locked at all times.

Please ensure the door from the Pre-school room to the main playground is closed at all times.

We are grateful for any help by a parent/grandparent or carer, student or volunteer, if you are interested in helping, please speak to one of the team.

All parents, students and volunteers will be DBS checked. Please refer to our policy 'Induction Training – Volunteers'.

Policy reviewed and amended June 2025

Signature of Chair of Governors

The policy will be reviewed June 2027