

ALL SAINTS' C. of E. PRIMARY SCHOOL

HELPER CONTRACT

Thank you for offering your time and effort to become a Helper at all Saints' C. of E. Primary School.

Teachers are often very pleased to accept the offer of your help and support and will ask you to undertake a variety of tasks in support of the smooth-running of the classroom. The teacher or assistant will give you guidance as required about the jobs to do.

A CRB check is required by all parents and friends who help in school. Please note the following guidance:-

- Ask if you require any further clarification about the task you have been given
- Follow the teacher's guidelines
- Clarify routines and Health and Safety procedures with the class teacher
- Remain completely confidential. Details of children and staff, their work, abilities and behaviour are not to be discussed outside school. If another parent were to approach you regarding such issues, refer them to the class teacher.
- Remember management of behaviour is the responsibility of the teacher and assistant. In line with school expectations, do encourage good manners and reward positive behaviour with verbal praise. If you see children behaving inappropriately in the classroom, please let the teacher know.
- If you have agreed to help on a particular day and are not able to keep the appointment, please telephone school at the start of the day.

As a helper in school, I agree to follow the guidance set out above.

Helper's signature.....

Date.....