

Section: Operations
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SUPERVISION OF PARENT ASSISTANCE

Parent assistance is vital to the community development of the School, and it also assists significantly in the practical day-to-day operations. It is important for staff to acknowledge and understand that many parent volunteers are not skilled in working with children in specific ways. They will need to be briefed and, if necessary, steered towards activities for which they are suited.

Before parents are allocated to groups of students, the School must assess a number of factors including:

- The number of students
- The age of students
- The potential behaviour of students
- The activity to be supervised
- The age, experience and skills of the parent in charge
- Police and Working with Children clearances (where appropriate).

These procedures must be followed:

- Parents should receive explicit instructions regarding the task to be undertaken.
- Parents should work in open, public spaces.
- Parents should work with more than a single student wherever possible. Where there is a need for a one-on-one session, it must be highly visible to a staff member at all times.
- For the protection of staff, parents and children, parent volunteers should not assist students in one-on-one situations in closed spaces, e.g. Toilets, withdrawal rooms, storerooms etc.