



Healy State School

MURRIJUNDA

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Website: www.healysse.eq.edu.au

Principal: Miss Kristy Walton

Head of Curriculum: Ms Joanne Randl

"Freedom to Learn"



**Queensland
Government**
Education Queensland

Parent Helper & Volunteer Policy

Thanks very much for volunteering your time, skills and efforts here at Healy. Parent helpers are one of the greatest resources a school can have – with many benefits for the school and for the parents who volunteer including:

Benefits for School:

- ✓ Able to offer better prepared, more individualised programs to each student
- ✓ Able to offer better services and facilities to our students and community (eg tuckshop, uniforms, book supplies etc)
- ✓ An active parent body is an essential part of a vibrant, positive school climate
- ✓ Children behave better when they know that their parents and carers are actively involved in the school

Benefits for our Children:

- ✓ Children see parents and community members helping the school and they realise that it is important to all of us
- ✓ Children see adults working together effectively and interacting in friendly, positive ways and it helps them
- ✓ Children can ask parents or carers to help out in specific roles and it makes them feel really special when their mum, dad or carer are in the school.

Benefits for our Parents:

- ✓ You meet lots of great people!
- ✓ You have a chance to be actively involved in your child's education.

- ✓ You keep informed about what's happening at the school and in your child's class
- ✓ You can have informed input into the direction of the school by being involved in P&C or School Council
- ✓ You get to see your child in a different social setting
- ✓ You can speak about school stuff with your child and really know what they are talking about!!
- ✓ You can build a strong, positive relationship with your child's teacher – and this is one of the best things you can do for your child!
- ✓ You learn a heap of skills which can, in turn, assist you in helping your child.

Guidelines

There are a few simple guidelines to being a parent helper at school. These are set to help you understand how you can best help out, and to ensure that volunteering is a positive experience for everyone.

1. Protect yourself:

- a. Make sure you wear appropriate clothing – sun-safe and sensible. Parent helpers help model sensible standards for our kids.
- b. Sign in to the sign in book in the office before you begin (and sign out at the end). This covers you in the event of an emergency, and it covers you as a P&C volunteer in case of accident. (It also helps us keep track of all the wonderful helpers who work at our school!!)

2. Confidentiality:

- a. Working in our classrooms, we learn a lot about the children in them. We learn about their strengths and weaknesses, their behaviour and sometimes (especially in lower grades) we learn news from outside school!! It is very important that parent helpers maintain **strict confidentiality** of such information. It is not appropriate to speak with other parents about their children or other children – refer any such queries to the child's teacher. Sadly, in this day of litigation, some parents could take offence at 'inappropriate' comments out of school and this can lead to messy legal situations. **Play it safe – don't talk about any children other than your own – refer any queries to the teacher.**

3. Appropriate interaction:

- a. Ensure that you interact appropriately with children at all times. For example – if you are helping with reading groups, the teacher will explain to you how to manage poor behaviour for example. Make sure you follow their guidelines. If you are not sure – ask them for advice.
- b. It is not appropriate for a parent to interact with other children at school if not in a formally organised activity. Eg. parents should not 'discipline' other children (eg tell them to hurry up, or tell them to get to class, or tell them to behave). If you have concerns – by all means inform the teacher so we can deal with it – but don't deal with it yourself.
- c. It is not appropriate for a parent to talk to another person's child about incidents at school (or anywhere else) even if the incident involves their own child. If you have a problem with someone else's child at school – refer it to the school to deal with it.

4. Younger Children:

- a. If you have younger children who have to come with you, speak to the teacher before beginning to ensure this is appropriate for the activity. Sometimes unfortunately, the distraction of younger children can outweigh the positive help from the parent.
 - b. Check with the class teacher before you allow younger children to play with classroom equipment.
5. **Be informed.** We love parents helping in our school and we want you to feel successful and valued at what you do. Please never hesitate to ask if you are not sure about something – or for advice if you feel something you are doing is not working well. We'll do whatever we can to ensure your time with us is rewarding!!
6. **Minimise Interruption.** Help minimise interruptions to our kid's learning by:
- a. Using breaks or before or after school to speak with teachers – not lesson times
 - b. Try to arrive with plenty of time to prepare for any set activities you are helping with – teachers may not be able to assist you with directions if they are already teaching their lessons.

Thanks so much for helping Healy continue to be a wonderful school for all our kids!

Kind Regards

*Kristy Walton
Principal
Healy SS*

Parent or Volunteer Helper

I have read the above guidelines and agree to abide by them while working here at Healy SS.

Name: _____ Signature _____

Date _____