

Your role – helper for year levelclass.....teacher.....

Start date: **Days:** **Hours**

Key skills

- Enjoy helping students.
- Like assisting teachers.

Main duties

- Help the teacher.
- Make arts and crafts supplies, for example cut-outs or stencils, etc.
- Help children with drawing, reading, maths, etc.
- Tidy the classroom.
- Help settle young students.
- Help students get organised with assignments.
- Photocopying and hand out resources
- Deliver lunch orders.

Aims of the role- to make sure:

- students feel like they receive enough help and attention
- the teacher feels supported.

What you need DfE volunteer policy and procedure requirements and specific role training

Supervision and safety: You need to:

- always have a staff person present
- make sure everyone is safe.

What we expect from you

- Treat everyone fairly and with respect.
- Be a good role model for the students.
- Show enthusiasm and enjoyment – have fun.
- Be reliable and ensure confidentiality.
- Ask the teacher if you're not sure about anything.

Reporting and contact details

Volunteer reports to:

Contact person: Role review date: / /