



# Timaru Christian School Procedures

## **O1 - Parent Helpers**

Parents may wish to support the school by spending time in school involved with class programmes, and on trips and camps outside the school. While this support is appreciated, each teacher has their own preference for the extent of this involvement. There are also privacy issues which need to be considered by anyone working in a school. The school reserves the right to decline offers of help at any time.

- Parents are welcome to offer their time and assistance.
- Parents are invited to help by the individual class teacher when the need exists.
- When there are more offers of help than required, teachers decline some of these offers.
- Parents are informed of their obligations and role as helpers within the classroom environment.
- Parents are reminded of the need to maintain confidentiality regarding other children observed at school.
- Parent helpers on camps and Enrichment Day will be police vetted as required.
- When working with one or more students outside of the teacher's supervision, the parent must work in an easily accessible room with the door open and windows clear.

It is therefore really important that parents are clear about what is and what is not expected of them, and this means that teachers will need to find time to explain those expectations carefully.

It is likely that parents working within the school will sometimes become aware of issues relating to individual families or specific children. Any issues or concerns about such children should be communicated immediately to the classroom teacher who should be able to reassure parent volunteers that the school is managing the situation.

If the parent continues to have concerns these should be raised with the principal. They must not be discussed with other parents.