

ROLE OF PARENT / DUTY HELPER

On occasion it may be beneficial for the facility to have volunteer helpers attend sessions.

Their roles are to:

- Help staff to set out the play equipment.
- Take an active role in the craft and free play activities.
- Help with the different procedures eg supervision, tidying up etc.
- Help prepare the children for collection.
- Help to tidy and clear away equipment at the end of the session.

HELPERS MUST BE AWARE THAT THEY:

- Should be aware of the policies of the nursery.
- Be aware of the **FIRE DRILL PROCEDURE**.
- Use **NO** bad language.
- Use **NO** physical punishment to their own children or others.
- Any problems or incidents must be reported **IMMEDIATELY** to the staff.
- Unless the Helper possesses an Enhanced CRB Disclosure they are at **NO** time to be left alone with a child / children.