Bishop Monkton Church of England School
Volunteers in School Policy

Volunteers in School

1. **Rationale**

1.1 The school plays an active and central part in the local community in Bishop Monkton.
1.2 This community contains people with skills and abilities which can be brought into school and shared with the children, thus enhancing their education.

2. **Implementation**

2.1 Parents and community members will be contacted by class teachers asking for volunteer helpers.
2.2 When helpers have volunteered their services, the relevant member of staff will make contact with them, explaining what will be involved.
2.3 All volunteers will be DBS checked and references sought.
2.4 Volunteers need to be informed by teachers about the need for confidentiality and asked to read and sign our "Volunteers Charter" before helping in school.
2.5 Classroom volunteers should work under the guidance of teachers and should either work in the classroom or close at hand.
2.6 A member of staff should train helpers and instruct them in specific tasks.
2.7 Where possible children should not be in the same group as their parent, particularly on educational visits, but this is to be at the discretion of the teacher.
2.8 For confidential reasons parents are encouraged not to be in the staffroom. Teachers may offer drinks etc when appropriate.
2.9 Should there be any discipline problems with children, helpers should consult the teacher.
2.10 Volunteers are encouraged to assist in many ways, which include:

- Art and Design Technology
- Educational visits
- School Productions
- Baking
- Library organisation and administration
- Reading
- Transporting children
- Swimming
- Sports Clubs

Signed Headteacher	Sally A Cowling
Signed Chair of Governors	Ashlea Costelloe
Date	8th December 2025
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