Volunteering In School

We welcome volunteers helping in school and there are many ways in which parents and guardians can contribute. Volunteers can include parents, guardians, grandparents and other relatives of the children in the school, members of the local community or other people who have a particular talent, expertise or interest which is linked to a class or school based topic.

The school’s Volunteer Policy is a useful place to find out more about providing help in school. It is in the Policy section of our website. It is essential that all volunteers read this information.

Some activities within school require volunteers to hold a DBS certificate for the school, and others do not. We have outlined these below.

**Activities which do not require DBS clearance**

If you are able to offer support with administrative tasks, or are unable to commit to helping once every half term, you may be able to offer help with activities which do not involve the children, or working in the classrooms.

Please select the tasks you are willing to undertake in the box below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Class Administration** | Please tick | **Wider School Support** | Please tick |
| Mounting work |  | Photocopying |  |
| Laminating |  | Maintaining the library |  |
| Preparing resources |  | Tidying communal areas |  |
| Filing children’s work |  | Projects during school holidays |  |
| Sharping pencils |  |  |  |
| Preparing displays |  |  |  |

**Activities which do require DBS clearance**

Activities that include directly supporting children, or interacting with them in the classroom, will require a DBS certificate issued by Buckinghamshire Council. We will discuss the DBS process with you if required. We ask volunteers to commit to helping in school at **least once every half term** if they are obtaining a DBS clearance.

Please select the tasks you are willing to undertake in the box below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Improving the Environment** | Please tick | **In-class Tasks** | Please tick |
| Gardening |  | Hearing readers |  |
| Maintaining school grounds |  | IT / Computing support |  |
| Decorating |  | Art / DT projects |  |
| Environment Club |  | Support with cooking |  |
| **Specialist Skills**  Please give details | | | |

Please indicate the days, times and frequency which you would be available to attend and return the completed form to the school office. Alternatively, you could speak to the class teacher if you have any queries regarding any date/times.

|  |  |  |  |
| --- | --- | --- | --- |
|  | 9.00 – 10.30 | 11.00 – 12.00 | 1.30 – 2.45 |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |
| Friday |  |  |  |

On the following basis (please delete as appropriate):

weekly / monthly / half-termly / other (please specify)……………………………..………..

Child /children’s details:

Name(s): …………………………………………………………..……………………………..

|  |  |  |  |
| --- | --- | --- | --- |
| **Class** | Please tick | **Class** | Please tick |
| Red |  | Green |  |
| Silver |  | Orange |  |
| Forest |  | Meadow |  |
| Little Chestnuts |  |  |  |

Parent / Guardian Name: ………………………………………… Date: ……………………