

Firs Farm Primary School

Parent Helper Protocol

We value your support in the classroom. Following the recent report about Safeguarding Children we have devised the following guidelines. Please read the following:

In the classroom:

- Work under the direction of the class teacher
- If there are any behaviour issues please inform the class teacher
- Do not allow yourself to be left alone with a child out of sight of the teacher - e.g. please do not enter the toilet area/ cubicle with one child.

Break times:

- We would ask that during these times, if you would like a tea/coffee, you wait until after break before going to the staff room.

General:

- Please remember that any conversations you hear/ notices you read / issues with the children you work with are all confidential and therefore should not be repeated.

Child Protection:

- If a child discloses anything to you in confidence please do the following:
 - never promise you will keep it a secret
 - immediately inform the class teacher. If they are unavailable then see the Head teacher/ deputy or Inclusion Officer.
 - the information is then confidential.