

Description of Classroom Helper Volunteer Role



Description of the Volunteer Role – Classroom Helper

Statement of Duties	
Duties	<ol style="list-style-type: none"> 1. Assisting teachers with school-based tasks, including: <ul style="list-style-type: none"> • display set-up • resource preparation • book covering. 2. Supporting literacy and numeracy activities, including: <ul style="list-style-type: none"> • one-on-one reading sessions • group reading • mathematics activities. 3. Assisting in a wide range of day-to-day school activities, such as: <ul style="list-style-type: none"> • photocopying • processing library books • general classroom activities • editing school magazine • typing children's stories • chart making • laminating. 4. Other duties as directed.
Selection Criteria	
Commitment to Catholic education	<ul style="list-style-type: none"> • An understanding of and respect for the school values of St Mary's Primary School, Sale
Child safety	<p>The volunteer must:</p> <ul style="list-style-type: none"> • have experience of working with children • demonstrate an understanding of appropriate behaviours when engaging with children • be a suitable person to engage in child-connected work • hold or be willing to acquire a Working with Children Check card and must be willing to undergo a National Police Record Check.
Skills/attributes	<ul style="list-style-type: none"> • Ability to work as part of a team • Good oral and written communication skills, including ability to communicate with children, parents and the school community

	<ul style="list-style-type: none">• Ability and willingness to accept policy directives• Maturity
--	--