

# Catherington Nursery

## Parent/Carers helper's guidelines

**Please note that whilst helping in the Nursery:**

- No unsupervised access to children
- Please do not enter the toilets/nappy changing area. If you wish to accompany your own child, please use the lobby/staff toilet.
- All mobile phones are to be left in the designated area in the kitchen. You may leave your phone on, but must be used only within the kitchen area.
- Please ensure all doors are locked behind you.

### **What would I be expected to do?**

Nothing that you didn't feel comfortable with. You could help with anything that is part of a normal session - cooking, art/craft, playing simple games, reading stories.

### **Is there anything that I should be aware of about the work if I do come in and help?**

Being a helper may sometimes place you in a delicate situation. You may witness very personal situations concerning children, parents and staff. Please always respect that confidentiality is needed at all times.

You may become aware of children with problems, maybe in speech, behaviour, learning or hygiene. Children may need extra care and attention. Please never talk to a parent about what their child was doing. No parent wants to know that their child has been crying, or had wet or soiled pants. Parents are always informed of important incidents by staff when they collect their child - idle gossip only causes worry.

If you are concerned about a child's behaviour, please tell a member of staff who will deal with any problems according to Nursery policy.

We hope you enjoy your morning/afternoon with us; we really appreciate your help!