

## Parent Helpers

Thank you for giving us your time! We are sure you will find this experience very informative and give you an excellent opportunity to observe what your child does at Pre-School.

Please be reassured that your child will be ever so excited to see you and most probably will not perform as you would expect! This is perfectly normal behaviour and is really nothing to worry about.

How you can get involved:

1. Please ask the Manager, Deputy or any staff member ANY questions you may have.
2. Feel free to join in with any of the children's activities that they are involved in.
3. Snack time - staff will explain how to help, when to do this and how to clear away the tables, cups and so on.
4. The staff will be carrying out observations on the children. Please do take a moment to find out what is involved here - the member of staff can explain what the observations entail and how they are recorded.

There will be members of staff involved in playtime just like you!!

### IMPORTANT INFORMATION:

**Please do remember that everything you see and hear within the pre-school is completely confidential and we ask that you do not discuss anything you see or hear with other parents - even if they are your friends. We request this so that we can respect all the children and their families' confidentiality.**

**If you have a bag and/or mobile phone - please leave this in the Office or Kitchen.**

**And for health and safety reasons, please do not pick up the children or accompany them to the toilets.**

**FIRE SAFETY & EMERGENCY EVACUATION PROCEDURE - Please make sure you familiarise yourself with this document (on the Parent Helper Display)**

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Please complete & sign below:

I ..... understand the importance of confidentiality in the setting, and agree to adhere to this request. I have also read and understood the Fire Safety and Emergency Evacuation Policy.

SIGNED.....DATE.....