

GLENELG PRIMARY SCHOOL

Diagonal Road Glenelg East SA 5045

T: 8295 3943 F: 8295 2390

E: dl.1017.info@schools.sa.edu.au

W: www.glenelgps.sa.edu.au



Volunteer role description

Your role

Classroom Support

Location

Working in the classroom to support the teacher

Start date (and end date if known)

May 2019

Key skills

- The ability to relate well with children and communicate in a positive and encouraging way with class members
- Experience in working effectively with children to encourage learning and participation in tasks
- Enjoy helping students.
- Like assisting teachers.

Main duties

- To follow the lead of the classroom teacher and assist in classroom learning as directed by the teacher.
- Help the teacher.
- Make arts and crafts supplies, for example cut-outs or stencils, etc.
- Help children with drawing, reading, maths, etc.
- Tidy the classroom.
- Help settle young students.
- Help students get organised with assignments.

Aim of the role

- To support children in their learning and active participation in classroom programs
- To make sure:
 - students feel like they receive enough help and attention
 - the teacher feels supported.

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What you need before you start

The usual minimum requirements in the Department for Education volunteer policy and procedure, you must have:

- Volunteer RAN-EC
- DCSI clearance
- Inductions – school, DfE

Supervision and safety

You need to:

- sign in and receive your badge from the front office
- always have a staff person present
- make sure everyone is safe.

What we expect from you

- Treat everyone fairly and with respect.
- Include students of all abilities, ages, genders, and ethnic backgrounds.
- Be a good role model for the students.
- Show enthusiasm and enjoyment – make it fun.
- Be reliable.
- Ask the teacher if you're not sure about anything.

Reporting and contact details

Volunteer reports to: Classroom teacher signed in to

Contact person: Trea

Role review date: 12/ 4 /2020