

GUIDELINES FOR VOLUNTEERS AND/OR PARENT HELPERS

1. Wear comfortable clothes, low heels--Play Clothes!
2. Remember that when the first child enters, the program has begun.
3. When supervising the indoor area, sit where you can see all of the room. Make yourself available for conversation and help in each of the play centers for short periods of time. Sitting rather than standing brings you down to a more approachable level for the child.
4. When supervising outside, stand where you can see the entire area.
5. Do not overdirect the children's play. Give them freedom to relate in their own way and own rate of speed to the play situation, materials, equipment, the other children and you.
6. When speaking to a child, squat down to be at eye level, use a quiet, unworried voice. Do not call across the room or playground to get a child's attention.
7. Move about in a relaxed, peaceful, unhurried manner.
8. Use a gentle touch with the children. Lead them by the hand, not by the arm.
9. Enjoy the children; enjoy the center. Your feelings about both will be reflected by the children.
10. When helping children, put emphasis on what they MAY do, not on what they may not do. "The sand stays in the sandbox." rather than "We don't pour sand on the ground."
11. Keep requests as reasonable and simple as possible.
12. Offer a choice only when there truly is one.
13. Encourage the children to verbalize their feelings and needs to one another. "Tell Sue you are using the ball."
14. If you are uncomfortable about a situation, tell the child, "Let's go ask the teacher."
15. Enjoy your time with the children!

I have reviewed and received a copy of the guidelines for volunteers and/or parent helpers.

Volunteer and/or parent helper