

## Volunteers Policy

The nursery encourages involvement from parents, carers and volunteers.

We encourage parents/career to come into the nursery and help out by:

- Asking parents to book in the diary from time to time when they are available to come in(parent rota)
- Have a parent/career involvement policy asking parents to spare some time to join the children.
- Encourage the parents/careers to come on trips so we can keep within the adult/child ratios and to be involved with their child/children.
- Invite parent/careers to attend various celebrations (Christmas concerts, trips, etc.) when they do come into school we make sure they adhere to all our policies and procedures. We will explain what is expected of them and thank them for their time. All volunteers are made aware of the confidentiality policy and safeguarding / child protection policy and are reminded that any matters arising in the nursery are not to be discussed outside the setting. All volunteers will be asked to sign our confidentiality document.

Signed:.....Manager/Owner

Dated: September 2016

Review Date: September 2017