



PEGGY BREWIN

ÉCOLE COOPÉRATIVE PRÉSCOLAIRE
COOPERATIVE PRESCHOOL

HELPING PARENT GUIDE

Our Preschool classes require a Helping Parent when the class has 9 to 12 children attending. No helping days are required for a class with 8 students or less. This is, roughly, a once-a-month commitment, depending on each class size.

The following outlines the different aspects involved in your role as a Helping Parent.

RESPONSIBILITIES & ROLES

Important Information

Doors open at **8:20 am** and you are to remain with the class until **12:30 pm**.

- Please be on time.
- No texting/phone calls during class. Emergency calls only.

Tasks

Teacher Deb plans, prepares and leads the class. Your responsibility is to assist in the activities such as:

- Outdoor dressing: Assist with the Junior Students.
- Help children with handwashing (if needed).
- After Snack Time: Disinfect placemats, tables & chairs, and please also wipe the snack/lunch area.
- Tidy-up Times: Encourage the children to put things away and to help others.

[*Helping Parent Roles-Quick Guide can be found on our website www.peggybrewin.com under 'About Us > Helpful Documentation'](http://www.peggybrewin.com)

Behavior Guidelines & Safety Rules

Please familiarize yourself with our **Behavior Guidelines* for appropriate play/social. Teacher Deb will handle any difficult behavioral situations. Your assistance is needed to support in-class *Behavior Guidelines* as well as instill outdoor Safety Rules during programming. The following are a few helpful things to remember:

- Encourage gentle play only; no rough housing at school.
- Be positive, encouraging independence, chat with the children, praise and most of all, enjoy your time with your child and the other students!
- Teacher Deb will guide you and make sure you are comfortable.

[*Behavior Guidelines can be found on our website www.peggybrewin.com under 'About Us > Helpful Documentation'](http://www.peggybrewin.com)

POLICE CHECK

In any school setting, parent volunteers need to have a ***Police Check**. It is also required by our School Insurance to have one completed. Please have your Police Record Background Check available for your child's "Meet and Greet", prior to our 1st week of school. Thank you for your understanding.

*[*Police Background Check Instructions can be found on our website www.peggybrewin.com under 'About Us > Helpful Documentation'](http://www.peggybrewin.com)*

YOUR CHILD

It is a very special day for your child when it is your turn to help at school. Not only do you have 'duties', but they also have special 'duties' that day. They might also behave quite differently when you are there. Try to not let this influence your day. Be reassured that it is normal for a child to whine, cling, burst into tears or be more aggressive when their mother, father or guardian is around. Be matter-of-factly, calm and let them know why you are there. It is a good idea to discuss with your child ahead of time that you are at school to help their teacher and friends.

YOUNGER SIBLINGS

It may be easier for your child, yourself and the routine of the class to avoid bringing your other children to the school (particularly younger ones). Your child will likely enjoy the idea that you are doing something special with them and their peer group. However, the decision is left to you to determine what best suits your needs. Please remember that we count on your full participation in the assistance of supervising the children. If your younger child is unable to keep up with the group or will make it difficult for you to assist in closely supervising the other children, it would be best to find alternate arrangements.

HELPING PARENT MONTHLY CALENDAR

The monthly helping parent roster will be available to all families for sign up 2-3 months in advance. It is your responsibility to sign up for the required number of sessions. (Teacher Deb will let you know the required number of days). Please make note of your day, as well as any special days as indicated on the calendar.

REPLACEMENT

Helping Parent Days are important and are an essential responsibility. Please ensure that you are aware of your schedule. It is your responsibility to either switch shifts or find a *replacement, and to inform Teacher Deb should you be unable to attend as scheduled.

**Any adult that is important in your child's life may act as a Helping Parent.*

DURING COVID-19

Please note: Masks may be required in class and vaccines are recommended.



As always, thank you for your support in helping your child's classroom run smoothly!
–Teacher Deb