

Stratford Primary School: 500 Health and Safety

HSWA - EOTC PARENT HELP

Many Education outside the classroom (EOTC) activities could not take place without the help of parent volunteers. Often, notices about planned activities invite parents to help with supervision, transport, or to provide other assistance.

The school's Child Protection and Privacy Policies apply to anyone helping with EOTC activities (This is covered at camp meetings).

General guidelines:

- Teachers will communicate to parents, as early as possible, so that they can make the necessary arrangements to be involved.
- The school reserves the right to decline offers of help at any time.
- When there are more offers of help than required, the school has the right to decline some of the offers.
- It is not always appropriate for siblings or other family members to come along with the parent helper. Please discuss this with the teacher before the event/activity.

Teachers will brief parent helpers, instructors, and assistants about:

- Community Conduct Expectations, which includes the School Code of Conduct for parents, caregivers and school visitors.
- Their specific roles, including supervision
- Transport guidelines, according to the transport plan and any permission forms
- The Alcohol, Drugs, and Other Harmful Substances and Smokefree and Vapefree expectations that are part of the Health, Safety and Wellbeing Policy.
- The medical needs of specific students, and any other relevant information
- Other guidelines outlined in Parent Involvement, including confidentiality requirements.
- Depending on the activity, there may be forms for the parent helper to complete.

At our school, we police vet parent volunteers for camps and overnight activities. The application must be directed to the Vetting and Validation Section of NZ Police (not the Teaching Council). For further information contact the School Office.

No adults (i.e. staff, instructors, visitors, or parent volunteers) participating in an EOTC activity may consume or be under the influence of alcohol, illegal drugs, or other harmful substances.

We promote all school activities outside of our school's premises as smokefree, e.g. EOTC activities, sporting events, etc., and remind parent helpers that they must not smoke while looking after students.