



# Birches First School

Believe, Grow, Succeed



5<sup>th</sup> December 2019

Dear Parents/Carers,

We are always very grateful of any support that parents are able to offer the school. I am aware that some parents may have previously expressed an interest in helping out in school but may not yet have had an opportunity to do so. There may also be some parents that may not have considered it or been able to before but may now feel it is something they would like to do.

Please don't feel you are expected to give up entire mornings or days of your time, even half an hour or so of time at the beginning or end of the day would help class teachers out with changing reading books and hearing children to read for example.

If you would like to help out, please complete and return the form below indicating how much time you would like to give and which days you would be available.

1. Child's name: \_\_\_\_\_

2. Adult's name: \_\_\_\_\_

3. Relationship to child: \_\_\_\_\_

4. I would like to help out in school and would like to give (please indicate amount of time e.g. one morning a week, a day a week, two afternoons a week, one hour at the beginning of the day etc);

5. I am available at the following times;

	Monday	Tuesday	Wednesday	Thursday	Friday
8.40-9.30 Morning readers					
8.40 - 12 Morning support					
1-3.15 Afternoon support					
2.30-3.15 End of the day readers					

6. I would like to help out on school trips: ( ) I am available on the following days; (please tick)

Monday	Tuesday	Wednesday	Thursday	Friday

7. I have a school DBS: Yes / No

Please return completed forms to the school office. Please note that it is school policy not to place volunteers in the same class as the child they are related to.

Many thanks for your support,

Mrs J Ferretti

Acting Headteacher