

**PARENT ASSISTING DUTIES**

Every day at The Nicholson School is a new and exciting experience for your children! The teachers are your ultimate resource when volunteering. Never hesitate to ask for direction or help while spending time at school.

**Arrival:**

* Check in with teachers
  + Ask if there are any special instructions/jobs for the day
  + If you have brought a snack, please inform the teachers of what you have brought
* Greet and assist children in hand washing.

**Free Play:**

* Interact and enhance the play in the classroom as you feel comfortable
  + If there is ever a conflict or situation where you feel unable to appropriately intervene, please do not hesitate to get a teacher

**Clean-Up:**

* Encourage the children to clean up independently and assist them as needed

**Group Time:**

* Sing, participate and encourage those students around you to do the same.
  + Remember you are a positive model for the students at The Nicholson School!

**Transitioning to and from Large Motor Room:**

* Help children as needed with walking up the stairs safely
* Help children with using the elevator down to the first floor safely (adult always presses the elevator button)

**Large Motor Room:**

* Interact and enhance gross motor play in the classroom as you feel comfortable
* If there is ever a conflict or situation where you feel unable to appropriately intervene, please do not hesitate to get a teacher
* Clean up – Encourage the children to clean up independently and assist them as needed

**Bathroom and Hand Washing:**

* Help children as needed with hand washing and model appropriate hand washing techniques.
* If a child needs to be changed or has an accident, a teacher will change the child into dry clothes.

**Snack:**

* *Before Snack Time*
  + Clean both snack tables with disinfecting wipes
  + Pre-open food and set out water for the children, teachers and yourself.
* *During Snack Time*
  + We encourage you to sit next to your child and model positive meal time behaviors for the children
  + Snack is a great opportunity for young children to use their developing language skills in conversations with their peers and adults
* *After Snack Time*
  + Every child is responsible for cleaning up their snack spot.
  + Remind the children to wash their hands after finishing snack.
  + After all the children are finished, please wipe off both tables and pick up any extra garbage