

Toddler Group Helper Role Outline & Volunteer Agreement

To be completed by the group co-ordinator/team leader:

Name of Volunteer:

Team Name:

Family Life

Workforce: Child Workforce

When & where group meets: Tuesday mornings in term time from 10- 12

Age range of children/range of vulnerabilities:

Pre-school age children.

Person to whom responsible:

Family Life Coordinator

Training needed:

Safeguarding and Health & Safety training

Date training to take place:

Prior to volunteering & ongoing

Date/month when this role Outline is to be reviewed: Annually in April following APCM

General Principles:

Workers with children or adults experiencing, or at must have a commitment:

- To treat all individuals with respect.
- To recognise and respect their abilities & potential development
- To promote their rights to make their own decisions and choices, unless it is unsafe.
- To ensure their welfare and safety
- To the promotion of social justice, social responsibility and respect for others
- To confidentiality - never passing on personal information, except to the person to whom you are responsible, unless there are safeguarding issues of concern (e.g. allegations of abuse). Safeguarding issues of concern must always be reported to the police or social services and the Diocesan Safeguarding Adviser.

It is the responsibility of the PCC to provide a supportive, inclusive and positive environment that ensures that volunteers enjoy their work and are treated with respect and courtesy and that appropriate training is provided.

Responsibilities & Duties/see over page.

Signed:

Family Life Coordinator

Date:

To be completed by the Offspring Helper

I have understood and agree to the nature of the work I am to do with children.

I am happy to undergo training as required.

I have read the Safeguarding Policy & Safeguarding Agreed Practice Guidelines produced by the PCC. I understand that it is my duty to protect those children with whom I come into contact. I know how to minimise risk and what action to take if abuse is discovered or disclosed.

I have completed a Confidential Declaration Form which is a requirement of the role.

Signed:

Offspring Helper

Date:

Responsibilities & Duties:

Role: To reach out to the community through service and a love of Jesus.

- To help set up the equipment in preparation for the session.
- To commit to a group prayer time before the session begins.
- To come alongside the mums, dads, carers and children and be a smiling face and listening ear.
- To help put away the equipment after the session and tidy up.
- Attend the quarterly team meeting whenever possible