



STREATHAM & CLAPHAM PREP SCHOOL

Parents/Helpers in the Foundation Stage

Person(s) responsible for this policy		Head of EYFS	
Last review by	S Dowler	Review date	September 2024
Date of next review		September 2025	

We welcome help from parents and other adults connected with the school community. We also have students carrying out observations before starting teacher training courses.

Students are interviewed by the Head of Prep and Deputy Head (Pastoral), before commencing work in the classrooms.

All visitors sign in on Inventory and must wear a lanyard designating them as visitors.

All adults are given housekeeping instructions about fire evacuation and asked to look at the plans on the classroom walls to familiarise themselves with the routes and assembly point.

Visiting adults are never left in charge of groups or individuals. The class teacher supervises all their activities. If an incident occurs re behaviour or accident then they are asked to involve the class teacher immediately. Visitors never take children to the toilets or supervise undressing or changing.

Visitors who have not been DBS checked must be supervised and escorted at ALL times. This includes breaks and the toilet.