



Volunteer Helper

1. Thank you for helping in our program today! We want you to know how much we appreciate your contribution. You have the opportunity to influence these young lives by what you do and say and we know that you realize how important this is.
2. Take a very few moments to observe the classroom and the children. Encourage children who are shy or seem to hesitate to take part in the activities.
3. Take children to restroom during play time. This often eliminates the need when they move to a more structured period.
4. Stories are always a favorite. Sometimes a group of restless children can be absorbed in a good story.
5. Help **all** children participate in the program. If you are encouraging, the teacher is better able to continue working with the group.
6. It is very helpful if you look happy and join the group during singing and story time.
7. If there is outdoor play, assist the children to and from the playground and help with any activities.
8. The children of this age need help putting on coats and taking them off.
9. The name tags may be removed about five minutes before dismissal. During class time use the child's name when addressing him—he/she will love the sound of it and respond much more willingly.
10. Ask the teacher where the time schedule is posted and anticipate the next activities so you can be helpful in preparing the children.
11. The children are expected to put their toys away. Do not rob them of this responsibility but be encouraging and helpful: "If we work at this together, we will be done in no time at all!"
12. If discipline problems arise and the teacher is not immediately available, quietly take the disturbing child to another part of the room. Be gentle and loving.