

Guidance for adult/parent helpers

View Tube staff are committed to ensuring that every person who visits has a rewarding experience. We strive to provide a safe, comfortable, inspirational environment within which effective learning can take place. We very much appreciate and value the assistance of adult/helpers in supporting our activities.

Adult/parent helpers together with teachers play a very important role in helping Centre staff promote learning through discovery in the natural environment and also to ensure the safety, well-being and enjoyment of pupils visiting the centre.

To ensure our fully trained staff are supported appropriately in their teaching, we ask any adult/parent helpers to follow the guidelines below.

- Dress appropriately, for the outdoors and bring all that you need for the day when visiting the centre. (Please refer to Information for Visiting Students for further information)
- Understand that the day may be physically demanding, including activities such as travelling across uneven surfaces, or bending down to identify small creatures and discuss any potential difficulties with school or Centre staff before the visit.
- Support the course tutor and the class teacher in ensuring that the health and safety procedures outlined by the tutor at the beginning of the course are followed throughout the visit.
- Support the course tutor and the class teacher in helping maintain good discipline and ensuring pupils are actively engaged during tutor led activities.
- Follow the course tutor's requests regarding positioning during activities and moving between sites to help maintain health and safety procedures and disciplinary expectations.
- Ensure that any sub-group, for which supervisory responsibility is allocated, remains together and is supported effectively in the learning process.
- Assist with ensuring pupils are attentive during tutor led explanations, that they are on task and that they understand what they must do.
- Notify the course tutor and the class teacher of any health and safety issues as well as any disciplinary issues experienced.

We hope that all adult/parent helpers have a really enjoyable day and leave us enthused and filled with fond memories of their visit.

Thank you.