



Inspiring Educational Excellence for Everyone

**ARDEN**forest  
C of E Multi Academy Trust

## Volunteer Role Description

**Position:** Primary School Volunteer

**Location:** School name

**Age Group:** 5-11 years

### Role Summary

As a Primary School Volunteer, you will support the school staff in providing a positive and enriching educational experience for our pupils. Your role may involve assisting in various activities listed below will contribute to the school's statutory duty to safeguard and promote the welfare of children.

### Key Responsibilities

- **Classroom Support:** Assist teachers with classroom activities, including helping pupils with their work, preparing materials, and supervising small group activities.
- **Reading Assistance:** Support pupils with reading activities, listening to them read, and helping them develop their reading skills.
- **Extracurricular Activities:** Help organize and supervise extracurricular activities such as sports, arts and crafts, and school clubs.
- **School Events:** Assist in the preparation and execution of school events, including sports days, school fairs, and assemblies.

### Skills and Qualifications

- **Communication Skills:** Strong verbal communication skills and the ability to interact positively with pupils, staff, and parents.
- **Patience and Empathy:** Patience and understanding in working with children of different ages and abilities.
- **Reliability:** Punctual and dependable, with a commitment to the scheduled volunteer hours.
- **Team Player:** Ability to work collaboratively with school staff and other volunteers.
- **DBS Check:** Must have or be willing to undergo a Disclosure and Barring Service (DBS) check.