

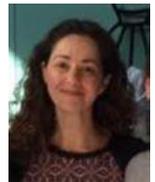
VOLUNTEERING AT IPS

Ivanhoe Primary School (IPS) is committed to encouraging the whole school community to work together for the good of all students. Research shows that children whose parents/carers are engaged with their child's school and education have vastly improved their academic and social outcomes. IPS offers a number of ways for parents to get involved throughout the school year, including:

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| <ul style="list-style-type: none">• Excursions• Swimming• Perceptual Motor (PMP - Foundation)• Early Literacy Program• Classroom Helpers• School Camps | <ul style="list-style-type: none">• School Council / Committee Membership• Fundraising activities• Canteen• School Banking• Lost property sorting• Parent Class | Representative <ul style="list-style-type: none">• Fair• Walkathon• Working Bee• Sports days• Laundry of First Aid bed linen• Guest Speakers |
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Volunteer Testimonial: Soula Zini

Over the years I have enjoyed volunteering within the different programs at IPS as it has given me a greater insight into the mechanics of our school system and how our students interact, learn and grow within it.



Through volunteering, my understanding of the teacher-staff/student relationship has increased and with that I have a deeper appreciation for the tireless commitment the staff at IPS show.

Volunteering has allowed me to get to know the students and it's heart-warming when they recognise me around the school and say 'hello!'. I have certainly learnt many skills from the teachers within the classrooms that I use in my home constantly.

What students are saying

“I love it when mum comes in.”

“It’s better for the teacher as mum helps her.”

“My mum helps everybody.”

“Dad can see what I am doing in class.”



How to become a volunteer

- Reply to notifications or requests listed in the weekly newsletter, COMPASS alerts and teacher notes/newsletter.
- Complete the form in this pack.
- Inquire at the office, or ask your child's teacher.

All volunteers require a Working With Children Check.

Apply online (free) here: www.workingwithchildren.vic.gov.au



CANTEEN

We are very lucky to have a full Canteen open daily at recess and lunch, but it can only function with the help of wonderful volunteers. This involves supporting our Canteen Manager, Jenny Ross, in food preparation and serving the hungry students.

Involvement: Recess 9am – 12noon or Lunch 12noon – 2.30pm.

SCHOOL BANKING

Our school banking program is currently organised through the Commonwealth Bank but we rely on volunteers to process the children's deposits. With sufficient helpers this can be quick and fun.

Involvement: Tuesday mornings from 9am (1-2 hours) – attend as often as you like.

WORKING BEES

To keep our grounds looking great we run regular working bees. This involves general maintenance and gardening plus occasional special projects to improve the school. Note: If you can't make your year level working bee you can join any other working bee during the year.

Involvement: All families attend their year level working bee (1 per year) Sundays 9am – 12pm.

PARENTS & FRIENDS ASSOCIATION (PFA)

Our Parents and Friends Association is a great way to get involved in the school and meet other parents. The PFA brings the school community together and runs many of the 'special events' at school such as: Welcome Picnic, School Disco, Mother's Day Stall, Father's Day Breakfast, Trivia Night and Annual Gala Ball.

Involvement: Regular evening meetings and assistance at events.

PARENT CLASS REPRESENTATIVES

Parent Reps are appointed for each class and their role is to build class community by supporting families and teachers. This involves co-ordinating the class contact list, organising regular social gatherings for parents and students,

and communicating important school events such as working bees, the Gala Ball and School Fair.

Involvement: Organising one social event per term, plus general class-wide communication.

CLASSROOM HELPERS

From Foundation to Grade 2 parents are invited to join the Classroom Helpers program. This involves undertaking the Classroom Helpers Course and then rostering on to help out in your child's classroom. This is a fantastic opportunity to support the children and teachers while also getting an insight into how the classroom functions.

Involvement: Introductory course, then 1-2 hours once per week or fortnight, or as negotiated with the class teacher.

PERCEPTUAL MOTOR PROGRAM (PMP) & FUNDAMENTAL MOTOR SKILLS (FMS)

Students in our early years participate in weekly group physical development programs called PMP and FMS. Parent volunteers are required to help run this activity.

Involvement: ½ to 1 hour once per week (terms 1 & 4) – casual attendance is welcome.

SCHOOL EXCURSIONS & CAMPS

Various opportunities arise through the year for parents to participate in school excursions and activities including; walking students to swimming lessons, going on day trips (e.g. to the Zoo) or helping out on a school camp (Grades 4 – 6).

Involvement: Varies depending on the activity.

SCHOOL COUNCIL & SUB-COMMITTEES

The School Council is responsible for assisting the Principal and staff in the organisation and development of the school. The IPS School Council comprises 10 elected parent members and 4 members of staff. There are also a number of additional Sub-Committees which report back into council. These include: Out of School Hours Care, Buildings & Grounds, Education, Finance, Canteen, Digital Learning Technologies and the School Twilight Fair (see below). Parents are encouraged to join any Committee which interests them.

Involvement: School Council Meetings are held twice per term.

SCHOOL FAIR (BI-ANNUAL – NEXT FAIR IS NOVEMBER 2019)

The Fair is the major fundraiser for Ivanhoe Primary and is run every second year. A great deal of support is needed including: running and contributing to class stalls both in the lead-up and on the day (e.g. food, craft, activities), co-ordinating performers (bands, student performances, etc.), organising sponsorship & marketing, general set up/pack up etc. on the day.

Involvement: Fair Committee & Class Stall Organisers; regular meetings & organisation, during Fair year.

Volunteering: Frequently Asked Questions

Do I need a Working With Children Check to volunteer at the school?

Yes, all volunteers require a Working With Children Check. You can find out more and apply online (free) here: www.workingwithchildren.vic.gov.au

Do I need training to help out in the classroom?

To participate in the Classroom Helpers program you need to complete the Classroom Helpers course run by the school during Term 1 each year. This course is a component of the Victorian Early Years Literacy Program and is designed to support the work of parents, helpers and aides who assist in classrooms. The program runs for three consecutive weeks and is presented by teachers from the school. Topics include: Being a Helper, Helping with Speaking and Listening, Helping with Reading, and Helping with Writing.

Do I need to work in the canteen all day or can I just help out for a couple of hours?

You don't need to work in the canteen all day. If you prefer you can help out for just one of the following time periods: Recess 9am – 12noon or Lunch 12noon – 2.30pm.

Can I come to another working bee if I can't make my year level one?

Yes, you can come to another working bee if you can't make your year level one. If you can't make one at all we request a donation of \$20 to the school to help pay for ongoing maintenance works.

Does the Class Representative have to run the Class Stall on Fair Years?

No, the Class Rep is not required to run the Class Stall on Fair Years (but they are welcome to). They are, however, asked to help organise the parents who will run the stall and convey important information about the Fair to the class when needed.

How do I know when the Committees meet? Where do I find out more information?

The weekly school newsletter is a great way to find out more about all the activities you can get involved in. The school website also has plenty of handy information and information is available via Compass Parent Portal. For any further questions please contact the school office.

IPS VOLUNTEERS

Ongoing volunteers are required for: Canteen, School banking, Fundraising activities (PFA), Lost property sorting and Laundry of First Aid bed linen.

Please complete the following.

I am able to volunteer for

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Please tick:

I would like to volunteer

- weekly
- fortnightly
- monthly
- once a term
- I would like to be contacted to negotiate what suits best

Name:

Parent of (Child's name)

Mobile:

Email:

I would like to volunteer in another area:

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Please tick:

- I have a 'Working with Children Check'.
- I need to get a 'Working with Children Check'.