



West Park C.E. Primary School

Marlborough Road, Worthing, West Sussex, BN12 4HD

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Headteacher: [Mrs C Bull, BSc \(Hons\), CertEd](#)

Dear Parent/Carer,

In the past, we have been extremely fortunate and very grateful to have a large group of parents who regularly volunteered in school. This helps to support children's learning in a number of ways. Some examples of how volunteers can enrich and broaden our children's education include:

- Listening to children read in Key Stage 1 and 2.
- Accompanying classes on educational visits.
- Sharing real life experiences, beliefs and cultures to build upon learning taking place in the classroom.
- Helping to run specialist clubs and coaching sessions.

We always welcome new volunteers who can help, and we are interested to hear from parents who can offer new experiences for the children. If you think you may be able to volunteer please complete the application form found at the link below:

<https://forms.gle/6ZaFrGrvUpRposn5A>

As part of this process we are required to seek 2 references to confirm your suitability to volunteer in school. Once we have received these, you will be invited for induction. At induction you will be required to complete a DBS check and will need to bring 3 of the following original documents with you:

Passport, driving license, birth certificate, adoption certificate, marriage certificate, mortgage statement (issued in the last 12 months), credit card or bank statement (issued in the last 3 months), council tax statement (issued in the last 12 months).

DBS checks are specific to the setting, so this will need to be completed even if you have one currently in place. Once your DBS has come back, you will be able to begin volunteering at school. Thank you for your support.

Mrs Craig

Deputy Headteacher