

FOSTER GRANDPARENT GUIDELINES

DO'S

- Give one-to-one attention to children
- Offer support and encouragement
- Talk and listen to children
- Help individual children in a learning activity
- Read aloud or listen to a child read aloud
- Give patient help to a child who needs individual assistance with daily tasks (examples- washing hands, going through cafeteria line, putting away books and other materials)
- Work with flash cards or other materials that support classroom instruction
- Accompany children and teacher to outside play areas, library and field trips as needed (a Foster Grandparent can be excused from these if the activity is too strenuous or the weather is to bad)
- Take a 15 minute break at a time agreed upon with the teacher
- Eat lunch with the children
- Hold and rock babies once that have been brought to you by paid staff

DONT'S

- Replace staff in their regular duties- this includes grading papers, laminating, copying materials, cleaning classroom, closet or bathrooms, or making bulletin boards
- Act as a teacher substitute, teacher aide (including disciplinary action), office/library assistant, nurse's aide, kitchen aide or custodian
- Use the sites equipment for personal use – this includes copiers, computers, faxes and phones
- Take charge of large groups of children
- Perform clerical duties
- Discuss a child's progress with parents or any others except the teacher
- Work with children away from the school
- Give gifts to children except when cleared with the teacher and then only if every child receives a gift
- Serve on general bus or cafeteria duty
- Change diapers or soiled clothing after bathroom accidents
- Accept money from children, teachers or staff
- Be counted as part of the student/teacher ratio
- Pick up or carry babies. Only paid staff may do that.
- **Foster Grandparents can never be left alone with children, in the classroom, on the playground, or other volunteer-related premises**