

Volunteer Assistant – Hendon School

Hendon School welcomes **applications for** Volunteer Assistants. This is a support role: you do **not** need any formal teaching experience, just a friendly attitude and willingness to help children learn.

Responsibilities will be agreed with the volunteer on appointment but could include:

- **Support student learning** in any subject: help pupils stay engaged with lessons, answer simple questions, and encourage participation.
- **Work with individuals/small groups:** give extra help (e.g. listening to reading, explaining tasks, or running a group activity) under teacher guidance.
- **Provide translation support (as required):** able to support students in lessons and/or parents as they arrive
- **Support with break/lunch duties:** greet students, monitor behaviour, run small group activities, support with current clubs and activities.
- **Support school activities:** assist with clubs or events when needed – providing an extra pair of hands and a welcoming presence.
- **Support in specific areas in the school** e.g. working in the library, restocking shelves and issuing books

You will be a positive role model: greet students, encourage good behaviour, praise effort, and help all children feel included and motivated.

Who Can Volunteer

- You are welcome regardless of your background. Your experience and perspective are valued.
- We are looking for volunteers who can commit to at least a few hours per week during term time. Days/hours can often be arranged to fit your schedule.

Volunteer Benefits

- **Valuable experience:** Gain hands-on experience in a UK school environment.
- **Community and friendship:** Meet local people (teachers, students, other volunteers) and make connections in your new community. Volunteering helps you feel part of the local area.
- **Training and support:** We provide guidance and feedback. You'll receive an induction and ongoing support from school staff.
- **Reference and certificate:** Upon completing a period of volunteering, you can request a written reference and/ or certificate from Hendon School to acknowledge your contribution.

Hendon School is a **large, diverse, and supportive** secondary school in North London. Our values are **“Believe, Achieve, Lead, Belong”** – in practice, this means we help every student *to feel safe, have confidence, realise their full potential and to be ready for everyday life*. As a volunteer you will be part of this caring community where staff and students are passionate about learning and supporting each other.

Hendon School is committed to safeguarding and promoting the welfare of children. All volunteers will need to undergo an enhanced DBS check and relevant induction training.

If you wish to talk to a member of staff about the opportunity, please contact Noelle Doona, Assistant Headteacher on DoonaN@hendonschool.co.uk.

How to Apply

To express an interest, please complete the application form and email to vacancies@hendonschool.co.uk. We look forward to welcoming you!