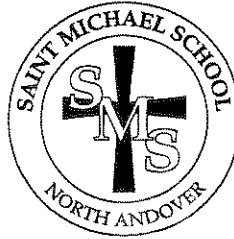


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Lunchroom Helpers

Each year, we look for parents of grade 1-3 students to help out in the lunchroom. A rotating schedule is developed and sent home to those who volunteer. The students will have recess from 12:25-12:40. They will enter the lunchroom at 12:40 and will remain until 1:00. There will always be school personnel on duty during recess and lunch.

All volunteers must have a new CORI form completed for this school year and must have taken one workshop on Protecting Gods' Children. Volunteers will be unable to assist us until both requirements are met.

Duties of the Lunchroom Helper:

- Younger siblings are not able to join you during your volunteering time so please be sure you make other arrangements.
- If you are not able to come on your assigned day, there is no need to find a substitute.
- During the lunch period, volunteers are requested to assist the students in opening milk, ketchup, cleaning up spills, etc.
- Please remind the students at the tables to keep their voices low. The cafeteria can get unruly when all of the children are talking loudly.
- The role of the volunteer is not to discipline children. If you see any issues, please tell the teacher in the gym immediately.
- At the conclusion of the lunch period, the teacher on duty will dismiss the students by tables and they will return to their classrooms.
- Once the cafeteria is empty, volunteers are asked to spray the tables with cleaner and wipe them down.
- If you wish to assist at recess as an extra set of eyes, please be aware of the following:
 - During outdoor recess, the teacher remains the school official responsible.
 - If you choose to volunteer at recess, please position yourself in an area where you can see the children.
 - We kindly request that parents not stand together. By standing in separate areas of the play yard, you are helping to eliminate potential problems and you our eyes and ears. If you see any issues or potential problems, please let the teacher on duty know right away. Volunteers in the play area should never discipline students.
 - If a student is hurt, do not move the child. The school nurse attends to all medical needs.
 - If recess is being held indoors and you are able to be here, you can assist in two classrooms. Please stand in the doorway between those two classrooms and monitor the classroom. The students generally color, put puzzles together, play indoor seated games, etc. on rainy/cold days. If any issues arise, send the student to the office or speak with the teacher upon her return.

If all of this sounds fun and exciting to you, then we encourage you to fill out the tear-off section below. Please know that you are always welcome to stop by the lunchroom, even when you are not on the schedule to help out (as long as you have a new CORI on file and have taken the PGC class). On behalf of all of the teachers, I wish to express our thanks for your support and cooperation.

Parent's Name _____ Child's Name _____ Grade _____

I'm able to help in the lunchroom on any of the following days:

Monday

Tuesday

Wednesday

Thursday

Friday

_____ I have completed a CORI for the 2009-2010 school year.

_____ I'll come by school/Open House to fill out a new CORI.

_____ I have already taken a Protecting God's Children Workshop.

_____ I will take an upcoming Protecting God's Children Workshop and would then like to volunteer.