



INTRO TO VOLUNTEERING

2023-2024

3 AWESOME

REASONS *to be a*

SCHOOL PARENT GROUP

VOLUNTEER

1

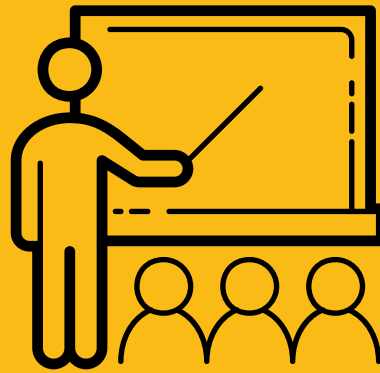
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3



VOLUNTEER OPPORTUNITIES

CLASSROOM



PARKING LOT



CROSSING GUARD

**SCHOOL
SITE COUNCIL
(SSC)**



ZOOM



PTA



AT HOME

CLASSROOM OPPORTUNITIES

- READING GROUPS OR 1-ON-1
- MATH
- ART PROJECTS
- SCIENCE EXPERIMENTS
- PAPER WORK
 - COPYING
 - FILING
 - MAKING HOMEWORK PACKETS



**HELP STUDENTS
AND SUPPORT
TEACHERS**



PARKING LOT / CROSSWALK

Morning and afternoon
crosswalk and parking
lot positions available.



Contact Front Office if interested.



PTA OPPORTUNITIES

EXECUTIVE BOARD

- PRESIDENT
- VP PROGRAMS
- VP WAYS & MEANS
- VP MEMBERSHIP
- TREASURER
- SECRETARY
- AUDITOR
- HISTORIAN



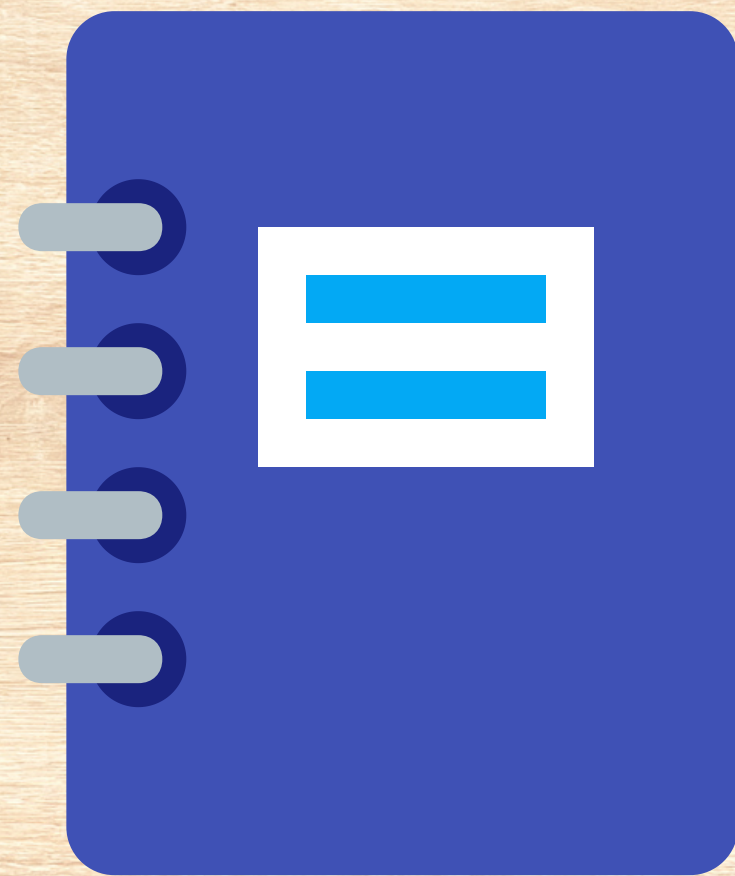
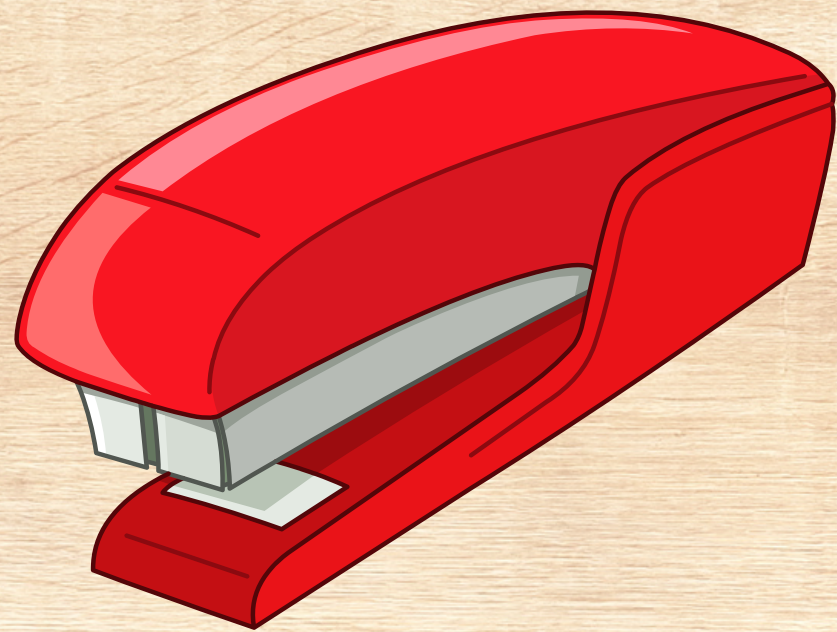
JOIN US

CHAIRPERSON POSITIONS:

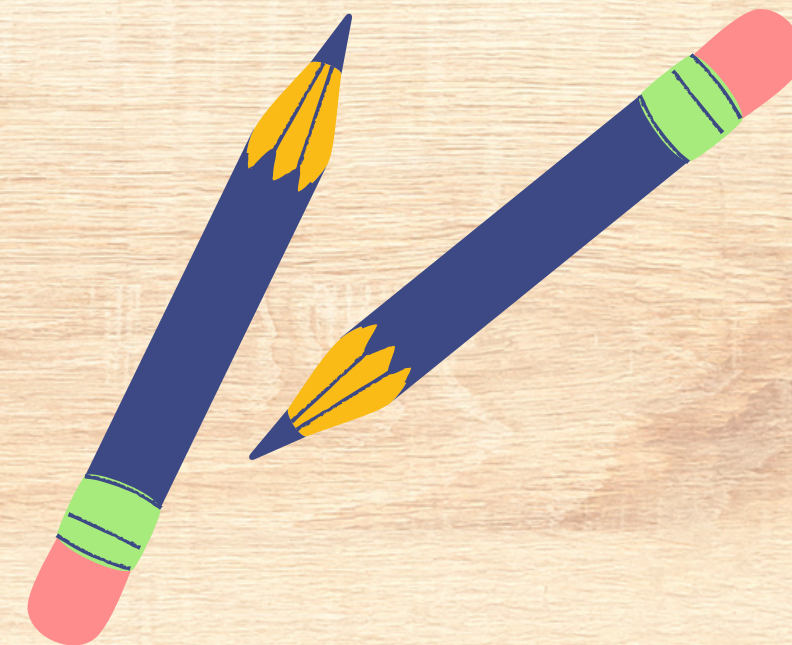
- BIRTHDAY BOOK CLUB
- RESTAURANT NIGHT
- CARNIVAL
- ROOM PARENT



HOME OPPORTUNITIES



CONTACT YOUR CHILD'S TEACHER





WSD POLICIES & PROCEDURES

**ALL VOLUNTEERS ARE REQUIRED TO SIGN A
VOLUNTEER AGREEMENT **PRIOR** TO THEIR
VOLUNTEER SERVICE.**

WSD Board Policy 1240 & California Education Code 35021

DO'S AND DONT'S ON BEING A SUCCESSFUL VOLUNTEER

DO . . .

- SCHEDULE YOUR VISIT. **TEACHER APPROVAL IS REQUIRED.**
- BE ON TIME
- SIGN IN & OUT THROUGH THE FRONT OFFICE USING RAPTOR SYSTEM
- WEAR YOUR VISITOR STICKER AT ALL TIMES WHILE ON CAMPUS
- DRESS APPROPRIATELY
- SHOW STRICT CONFIDENTIALITY REGARDING STUDENTS & SCHOOL PERSONNEL

PLEASE, DO NOT . . .

- BE ALONE WITH STUDENTS
- BE ALONE IN THE CLASSROOM WITHOUT THE TEACHER
- PHOTOGRAPH STUDENTS OR STAFF
- VISIT OR INTERRUPT THE TEACHER
- USE STUDENT RESTROOMS
- SMOKE, VAPE (NO TOBACCO PRODUCTS ON CAMPUS)

DO'S AND DONT'S CONT.

DO . . .

- PUT YOUR CELL PHONE ON VIBRATE OR TURN IT OFF
- WATCH YOUR BEHAVIOR AND LANGUAGE - "LITTLE EYES AND EARS" ARE ALWAYS WATCHING AND LISTENING
- USE ADULT RESTROOMS IN THE FRONT OFFICE OR MPR
- VOLUNTEER TO HELP **ALL** STUDENTS (NOT JUST YOUR OWN CHILD)

PLEASE, DO NOT . . .

- TAKE CALLS ON YOUR PHONE IN THE CLASSROOM OR OUTSIDE HALLWAYS
- BRING YOUNGER SIBLINGS
- DISCIPLINE - THIS IS THE JOB OF THE TEACHER

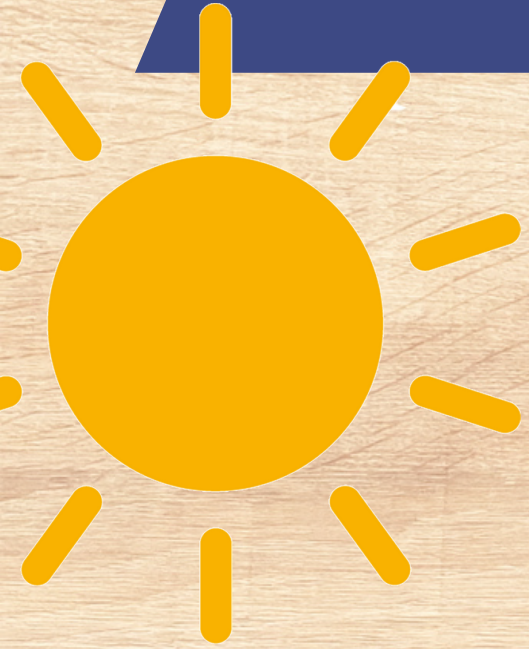
RECESS & LUNCHTIME RECESS

DO NOT:

- ENTER OR USE A STUDENT RESTROOM AT ANY TIME
- DO NOT VISIT THE PLAYGROUND OR LUNCH TABLES



CHAPERONING ON A *field trip*



- YOU MUST BE **APPROVED** BY THE TEACHER
- YOU MUST **RIDE ON THE BUS** WITH THE CLASS (UNLESS ARRANGEMENTS ARE MADE IN ADVANCE WITH THE TEACHER)
- THE PURCHASING OF TREATS OR GIFTS IS **NOT** ALLOWED
- **NO SIBLINGS**/YOUNGER CHILDREN ALLOWED
- **DO NOT** TAKE PHOTOS OF STUDENTS OR STAFF

CONFIDENTIALITY

**FRONT OFFICE
HEALTH OFFICE**

CONFIDENTIAL

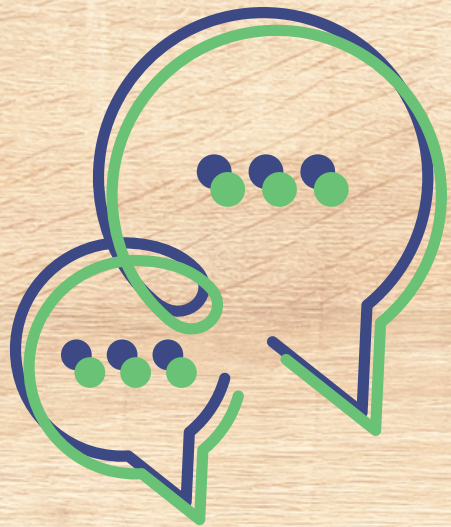
STAFF LOUNGE

- RESPECT STUDENT PRIVACY
- PLEASE DO **NOT** ASK A STUDENT

"Why are you here?"

- RESPECT STAFF PRIVACY
- DO NOT MAKE COPIES OR BE IN THE LOUNGE DURING RECESS OR LUNCH
- NO STUDENTS/CHILDREN ALLOWED

SOCIAL MEDIA



DO NOT TAKE PHOTOS OF STUDENTS OR STAFF ON CAMPUS OR DURING FIELD TRIPS

EMERGENCY PROCEDURES

FIRE / DRILL

If you hear short, steady bells:



 **EVACUATE** immediately.

 **CLOSE** classroom door.

 **FOLLOW** evacuation procedures that the teacher provides.


EARTHQUAKE

If you feel an earthquake:



 **DUCK & COVER** until shaking stops.




 **EVACUATE** as soon as it is safe to do so.
Leave classroom door open.

 **FOLLOW** evacuation procedures that the teacher provides.

EMERGENCY PROCEDURES

LOCKDOWN

If you hear "**LOCKDOWN, LOCKDOWN, LOCKDOWN**" over the PA system:

-  **RUN** Move away from the danger.
-  **HIDE** Find a secure location to hide.
-  **FIGHT** Fight if you are facing imminent injury or death from the attacker.

SHELTER IN PLACE

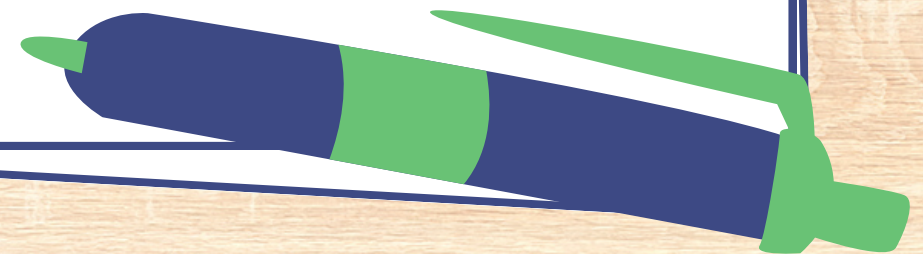
If you hear "**SHELTER IN PLACE, SHELTER IN PLACE, SHELTER IN PLACE**" over the PA system:

- If you are inside, stay inside
- Close and lock door
- Check with teacher for instructions
- Ignore recess/lunch bells
- Students are NOT allowed to leave
- Wait for "all clear" signal

HOW DO I SIGN UP?

1. **Visit the Front Office**
2. **Sign a WSD Volunteer Agreement**
3. **Submit a negative TB test.**

Once documents are submitted and approved by the principal, you will be notified by your child's teacher.



CONCERNS



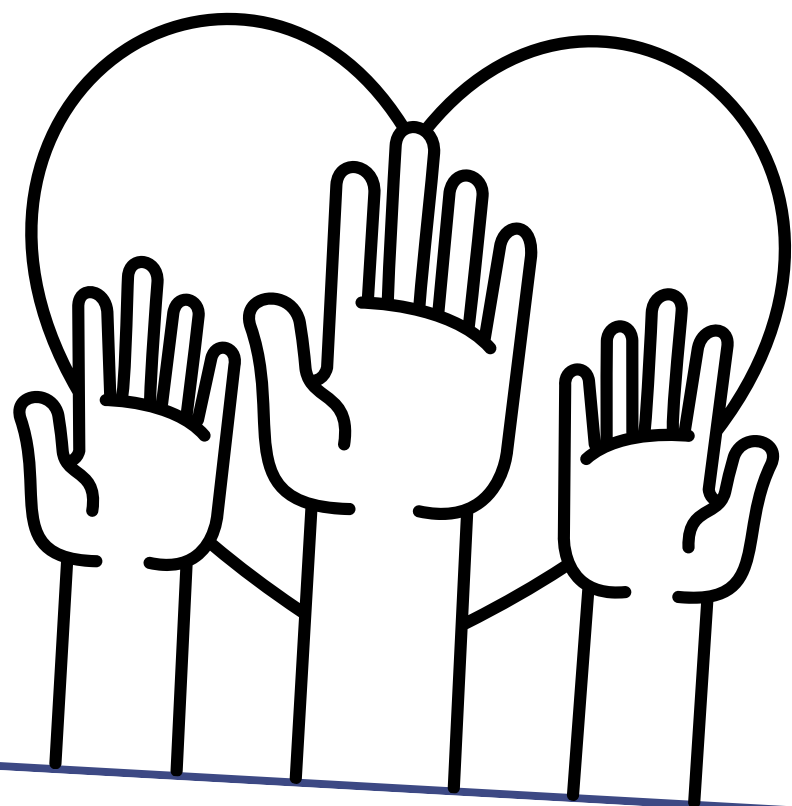
**CONCERNS REGARDING SAFETY
OR VOLUNTEERING SHOULD BE
BE BROUGHT TO PRINCIPAL
TARDIF.**



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THERE IS NO "I" IN TEAM,
BUT WE SURE ARE GLAD
THERE IS A "U" IN OUR
VOLUNTEERS!



FINAL THOUGHTS



THANK YOU FOR ATTENDING!

