

# **Parent Volunteer Training**

2018-2019

# **WELCOME!**

**You are here because you will be  
volunteering at your child's campus and  
this makes you a very important member  
of our educational TEAM!**

**We thank you for being here!**

# Volunteer Roles and Goals

- The first role of a volunteer is to provide a positive relationship with the students and staff.
- A volunteer also helps teachers with non-instructional tasks so that they have more time to work with the children and plan.
- Volunteers creatively share their talents to support students, teachers, and staff.

# Volunteer Roles and Goals

- Ultimately, a volunteer's primary goal is to positively impact student achievement:

Academically

Socially

Physically

Emotionally

# How Do I Start?

- To volunteer in classrooms and on field trips with the school, you must complete this power point training.
- Once you have reviewed the power point training, you then must complete the volunteer form and the background check and turn them in to the office.

# How Do I Start?

- The front office will notify the teacher that you have completed the training and background check.
- The classroom teacher or the front office can organize a day/time for you to start volunteering.

# Volunteer Opportunities

(only a few examples)

- Classroom activities and/or parties
- Field trips
- Copying for teachers and staff
- Assisting teachers in classroom/lesson prep
- Storytelling
- Tutoring
- Bulletin board decorating
- Picture Day

# Volunteer Code of Ethics

- As a volunteer, you are a member of an educational team. All information concerning children, teachers, and the school is **confidential** and should remain in the school setting.
- Volunteers shall maintain the dignity necessary to gain the respect of students and set a good example at all times.



# Volunteer Code of Ethics

- The most important part of the Code of Ethics is **Confidentiality**. This includes, but is not limited to, student performance, student behavior, conversations heard amongst staff, concerns with teachers and staff, incidents with students, health and medical issues, and parent information.

# Volunteer Responsibilities

- It is also your responsibility to know the channels of communication, maintain a caring and professional attitude, be prompt and dependable, and help keep the building safe by signing in and out and wearing a nametag. Most importantly, **always allow teachers to handle discipline.**

# Volunteer Procedures

- When volunteering in the school building, you must always check in at the front office.
- There is no **dress code** for adults, but you do need to be a good role model and follow the dress code established for students.
- Please dress in clothes that promote a safe and respectful learning environment. No headwear unless for health, safety, or religious reasons. No bare feet. Clothing cannot show profanity, obscenity, violence, or symbols of hate. Clothing cannot promote alcohol, tobacco, drugs, gang colors, or gang-related signs. Underwear should not be visible. Do not show bare skin between upper chest and mid-thigh.
- If you are unable to come to attend your volunteer appointment, please call the school and let the front desk know. They will contact the teacher or staff member that you were going to be assisting.

# Volunteer Do's and Don'ts

## DO

Respect teacher schedules. They cannot always talk in the middle of the day. Check with them when a good time would be to talk/touch base.

Be a good role model.

Set a good example.

Be courteous, impartial, and fair.

Earn and give respect.

## DO NOT

Impose your own religious or political views upon students.

Smoke on school property.

Use and/or sell drugs and/or alcohol.

Administer medications.

Break school rules.

# BACKGROUND CHECK

- [Follow this link to print and complete your background check...](#)

**VOLUNTEER CHECKLIST &**  
**ACKNOWLEDGEMENT**  
**CLICK HERE**

# THANK YOU!

- *Please turn in your Background Check form and Volunteer Checklist form to your child's campus.*
- *You will not be considered eligible to volunteer until we have received both forms.*

Three Cheers For Volunteers!



## VOLUNTEERS...

**V**ery important people!

**O**utstanding!

**L**ove to be helpful!

**U**nderstand children!

**N**eeded for many things!

**T**eachers value them!

**E**njoy helping children!

**E**nthusiastic adults!

**R**eady at a moment's notice!

**S**pecial people!

**Thank you!**

