

After School Activities Parent Volunteer Policy

It is a requirement that a parent volunteer be designated for each before/after school activity.

There will be a spot on each activity's enrollment form for parents to check their availability for participating as a parent volunteer for each program.

Volunteers may bring siblings. Multiple parents may share this role. If there are no volunteers to sign up, the after-school volunteer coordinator will contact each parent to schedule one-week assignments. If there aren't enough volunteers for coverage, the activity will be cancelled.

The parent volunteer will need to arrive at the class ten minutes prior to the start time and stay until all children have been picked up. Please be sure to sign in at the front office before heading back to the designated classroom.

The parent volunteer will be responsible for assisting the instructor in receiving children to the activity area and maintaining a calm, orderly group until the activity begins. The parent volunteer will remain in the activity area and be available to direct children to the nearest restroom, manage minor injuries (i.e. Band-Aids), and/or contact parents in the event of illness and injury that would require the student to be picked up early. The parent volunteer will stay until all children have been picked up.

The presence of a parent volunteer will allow the instructor to focus on teaching the class rather than dealing with these class management issues. As you are signing up your children for winter activities, please keep this new policy in mind.