

Volunteers in Our School

It seems there is never enough time in the day for all we need to accomplish. Our staff work very hard to put together top-notch programming for the students of **[name of school]**. The help and support we receive from our families each year make such a difference. If you have time in your schedule to volunteer in any of the areas listed, please complete the information at the bottom and return this form to the office. A volunteer coordinator will be in contact with you to schedule your time.

Thank you for your support!

___ Volunteer coordinator—Coordinates work of family volunteers

___ Workroom volunteer—Will run off copies, laminate, sort mail, cut out materials, and so on

___ Library/media volunteer—Must be consistent; will be trained to check out and shelve books

___ Start/dismissal parking lot—Will provide safety support in the parking lot in key time periods of the day: must be trained in crosswalk safety course

___ Classroom volunteer—May sit and read with students, do bulletin board displays, record papers, file, help with enrichment activities

___ Office volunteer—Will help the secretaries in the office with general clerical work

___ Technology volunteer—Will work with **[name]** to assist students in publication of their writing, and so on

___ Other

Name: _____ Phone: _____

Days Available: _____ Times Available: _____

Children: _____