



Volunteer Guidelines

Volunteering at your child's school is a great way to get involved with your child's education, and a great way to show that you value education. When a parent or guardian volunteers, the benefits become endless! As a volunteer, it is your duty to become aware of and abide by the four B's. We thank you very much for volunteering, your time, and getting involved with your child's education!

1. **Be Dependable-** The students and I are counting on you, and we are excited for you to come! If you know that you are going to be late, please contact me by email: ilovetoteach@gmail.com or by phone: (555) 555-5555. If you are not going to be able to make your scheduled volunteer time, please make arrangements for another classroom volunteer to cover you.
2. **Be fair-** All of the students will be very excited that you are there, and they will all want to work with you. Please try to pay equal attention to all the students, especially when working with small groups. Being fair also includes having a positive attitude and respecting the students, teachers, and staff.
3. **Be Confidential-** Confidentiality is a huge school wide policy. Please do not share any information about the students outside of the classroom. This includes grades, behaviors, and any conversations that the students, teachers, or staff have with you.
4. **Be Safe-** Please become aware and follow all school safety rules. This includes signing in at the front office and wearing a visitor badge. Also, dress accordingly, comfortably and professional.

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By signing below I acknowledge that I have read and understand the guidelines for volunteers. Please send this form back to school in your child's homework folder.

Parent/Guardian Signature: _____ Date: _____

