

EXPECTATIONS FOR PARENT VOLUNTEER CHAPERONES DURING STUDENT COMMUNITY SERVICE MORNINGS

Dear Parent Volunteer,

Thank you for volunteering to chaperone our students during their community service morning. The ASMS Community Service program is a parent-led team that supervises and supports our student volunteers. As a parent volunteer, you are a key member of the team.

The service mornings are a great way to see your student and their friends in action. Our students look forward to these mornings and enjoy helping in the community. As a chaperone, you should understand that you cannot always be placed with your student's group. This is due to the need to maintain a 1:5 chaperone-to-student ratio, and the need for chaperones to focus on the group as a whole, instead of on an individual student. (At the conclusion of the service project, students will go to lunch. We invite you to stay during lunch to visit with your student and their friends and share their experience from the morning.)

You should arrive at ASMS at 7:30 am and sign-in in Room 103 (the art/6th grade lunch room). You will then proceed to your assigned classroom, which will be posted on the sign-in sheet. The general schedule is as follows:

7:30 – 7:45 am - volunteers arrive, sign-in (in 7/8 lunchroom), and go to assigned classrooms

8:00 – 8:30 am – student groups are dismissed one at a time to walk to their venues

11:15 am – student groups leave venues and walk back to assigned classrooms at ASMS

11:30 am – students are dismissed from community service groups

As a chaperone, your responsibility is to ensure a safe environment for all students. Please monitor students closely during the walk to and from the morning's venue, as well as at the venue site. At the venue site, you will help the venue leaders maintain order. You will also assist the students with their activity, as needed.

Please note that students are not allowed to use cell phones or MP3 players during community service mornings. If you observe a student with such a device, please take it from the student and give it to the venue leader to hold for the remainder of the morning.

Students should behave appropriately at all times, acting in a respectful manner with members of the community, parent volunteers, and their fellow students.

Guideline for inappropriate student behavior:

First offense: Give the student a verbal warning.

Second offense: Have the student sit out of the activity for the remainder of the morning.

Third offence: Call Kym Perino (215-6666) to escort the student back to school.

Thank you again for your help. Without parental support we could not have this opportunity available for our students.

Sincerely,

Kym Perino & Theresa Ponader