

Cranbury School Lunchroom/Recess Volunteer Sign-Up Sheet for 2017-2018

Purpose: Parent volunteers are welcome to assist the staff help children with their lunches and then join the staff and children at recess. School staff provides the official supervision while the parents are there for assistance and socialization. Additional information may be found on the school website under Organizations/PTO/Lunch and Recess Volunteering or by contacting Louise Campi-Carroll at 609-947-4691 or Louise@ptpabs.com

Please check the appropriate boxes below to note the day or week you would like to volunteer below and kindly return this form to your child's teacher or to the PTO mailbox in the school office. For those who are not able to commit to a regular spot, you may also 'drop in' as your schedule allows. A completed confidentiality form (below) must be on file with the main office. Please sign in with the front office at the start of your shift and proceed to the cafeteria or playground. The final schedule will be posted in Signup Genius and a link will be on the school website under Organizations/PTO/Lunch and Recess Volunteering.

Parent Name	
Email Address	
Cell phone number	

Kindergarten 11:20-12:10 (lunch first, then recess- please note if lunch or recess only)

	Every Week	1 st Week of Month	2 nd Week of Month	3 rd Week of Month	4 th Week of Month	5 th Week of Month
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

First Grade 11:25-12:10 (lunch first, then recess- please note if lunch or recess only)

	Every Week	1 st Week of Month	2 nd Week of Month	3 rd Week of Month	4 th Week of Month	5 th Week of Month
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

Second Grade 11:25-12:10 (lunch first, then recess- please note if lunch or recess only)

	Every Week	1 st Week of Month	2 nd Week of Month	3 rd Week of Month	4 th Week of Month	5 th Week of Month
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

Third Grade 11:25-12:10 (recess first, then lunch- please note if lunch or recess only)

	Every Week	1 st Week of Month	2 nd Week of Month	3 rd Week of Month	4 th Week of Month	5 th Week of Month
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

Fourth Grade 11:25-12:10 (recess first, then lunch- please note if lunch or recess only)

	Every Week	1 st Week of Month	2 nd Week of Month	3 rd Week of Month	4 th Week of Month	5 th Week of Month
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

Fifth Grade 12:15-12:55 (recess first, then lunch- except Mondays- please note if lunch or recess only)

	Every Week	1 st Week of Month	2 nd Week of Month	3 rd Week of Month	4 th Week of Month	5 th Week of Month
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						

Confidentiality Form

The PTO Board and the Cranbury School request that you read and sign this form and return it to your child's teacher or the PTO Mailbox. Thank you for your cooperation. I, _____, in my role as lunch/recess volunteer accept, by signing this form, the responsibility of protecting every child's privacy and confidentiality. Any event that occurs while I am in Cranbury School remains confidential, and I will not discuss these events except with the appropriate administration or faculty member.

Volunteer Signature: _____ DATE: _____

Volunteer Name: _____

Lunchroom/Playground Volunteers 2017-2018

Welcome back to school, parents!

Volunteers are requested to assist younger students during lunch and recess. There are over 500 children that eat lunch in the cafeteria every day and the supervising teachers welcome all extra helping hands and eyes! Lunchroom responsibilities include passing out napkins and straws, opening milk cartons, encouraging children to stay seated, assisting with clean up, and generally helping out the teachers when needed. There is always school staff in the cafeteria; however, students really appreciate seeing their parents and their friend's parents.

Playground responsibilities are simple; augment the school staff to watch the children run, play, and have a great time while staying safe! While volunteering, parents may interact with their own child, while assisting all students.

Please complete and sign the Sign Up sheet on the reverse side of this page. A new Signup Genius website has been created so you can see where coverage is needed and signup with your friends. The Signup Genius link is: www.SignUpGenius.com/go/10C0E4CACAB2DA2FF2-lunchrecess Follow the link and click on the days you would like to volunteer. Signup Genius will send you a reminder email the day before your selected dates.

Both are also posted on the school website under Organizations/PTO/Lunch and Recess Volunteering. You can volunteer for regular lunch duty only, recess only or both. You can volunteer every week, once a month or any schedule that works for you. The more volunteers we have the better! If you would like to sign up for a day and no slots are left on Signup Genius, send me an email and I will add you.

Please return the completed Sign Up form to your child's homeroom teacher or to the PTO box in the school's main office.

If you have any questions or would like to volunteer the first two weeks of school before a schedule is posted, please call me at 609-947-4691, or e-mail me at Louise@ptpabs.com.

Thank you,
Louise Carroll
Lunchroom Volunteer Coordinator

Note: If you aren't on the schedule and want to 'drop in' for lunch and/or recess, please don't hesitate! The only requirements are signing in/out at the front office and having the confidentiality form on file. The front office has extra forms if needed.