

Welcome to The Parent Volunteer Informational Meeting



Please sign in and take
Parent Volunteer Packets



Ashburton Elementary School



Vision and Mission

VISION

The Ashburton Elementary School's vision is to create a community of 21st century learners.

MISSION

To have parents, students and staff
work as a team to focus on:

- * Learning
- * Following Ashburton Expectations
- * Keeping a safe and positive environment

Volunteer Guidelines & Routines

- Buzz at the front door for entry. The first time you volunteer you will be asked to provide a photo ID.
- Use the computer to sign in. Click “new”. Enter your first name and your last name. The other fields can be left empty.
- Then click, “print badge”. Keep your badge on at school
- Arrive as scheduled. Call AES @ 301-571-6959 if you need to cancel.
- Observe school rules. Our children do what we model.



Community, Commitment & Communication

- Understand and accept students in terms of their own background, values, manners and vocabulary. They may be different than your own.
- Respect the confidentiality of your relationship with the school. Refrain from discussing students or staff.
- Bring any classroom concerns to the attention of the teacher
- If instructions are not clear, please ask.

Volunteering in Schools

- You become part of or interact with children in their learning environment.
- If you have to take a phone call, please go out in the hall.
- Younger siblings stay home or with a friend- you could organize alternating play dates with someone as an option so you can volunteer.

Parking Information

- The parking lot is closed to car traffic between 8:30-9:00 AM and 3:10-3:50 PM to allow for the safe arrival and dismissal of students from busses.
- If you are arriving or will be leaving during those times, park your car on Lone Oak Drive.
- Do not block driveways or make U-turns on Lone Oak.



Safety Comes First at Ashburton

- In the event of a fire drill, help line students up and follow the teacher's directions. Safe exit instructions are posted in every classroom.
- Shelter in Place- requires all students to be inside the building. Portables are evacuated. Instruction continues



Safety Comes First at Ashburton

- Lockdown is an emergency. It requires a lockdown in the classroom. Help keep students away from doors and windows. Close blinds. Do not answer the door. Have children be quiet.
- Each classroom has instructions posted for all these events. You can refer to them if you need to and follow the teacher's instructions.

Classroom Volunteers



- Monitor students at their centers so they can keep working on their assignment.
- Circulate around the room to praise or prompt students when the teacher has pulled a small group.
- Be an extra pair of eyes and hands to support students as they complete class work.
- Carry out the task the teacher has planned for you.
- Kindergarten volunteers-check to see if folders need to be stuffed before you work with children.
- The K team can show you how to use the copier machine etc. at lunch time if you need help

Lunch Rules



- **Keep hands, feet and objects to yourself**
- **Use inside voices**
- **Follow staff directions (get quiet for line up and when asked)**
- **Clean up table and floor area and put lunchboxes away**
- **Follow Ashburton Expectations: Students should be kind and respect others**
- **Keep your food to yourself, you may not share your food.**

Lunchroom Volunteers

- **Circulate around the room to open milk cartons, and other lunch items**
- **Pass out utensils as needed. Extra items are kept in the center aisle between the rows of tables.**
- **Encourage students to clean up**
- **Excuse students to the bathroom**

Recess Volunteers



- **Recess Rules:**
- **Keep hands, feet and objects to yourself**
- **Respect other students and their space**
- **Use the playground equipment the way it is intended to be used (slide down the slide rather than block it or climb up it)**
- **Football, tag and woodchips are not recess activities**
- **The bell means line up and whistles mean it is time to get quiet**

Recess Volunteers

- If small problems arise on the playground, ask students to speak to each other about the issue, then shake hands and go play.
- If there is physical aggression or some other larger concern, alert an AES staff member who can complete an office referral and take the child in.
- Please remember to circulate to all students even if your child is on the playground.
- Model being quiet when the students are expected to be quiet.





Thank-You!

Obrigado!

- Thank you for attending this training.
- We appreciate all that you do and value your partnership in our Ashburton school community!