



Volunteer Sign-Up Form

Welcome to another action packed, fun filled and fast paced year at Lakecrest St. John's Independent School. Each year Lakecrest holds many events and activities all of which need volunteers to make them successful. Lakecrest could not get along without its volunteers to help support and enrich the school environment. Your involvement with the school provides a meaningful and mutually beneficial link with students and faculty. There are many ways to be involved. We welcome any and all participation, from beginner to expert. We know that people lead very busy lives and that it is difficult to juggle everything at the same time. Some activities require a small but long term commitment while some are one day, single shift opportunities. Please read the following information carefully and consider how and where you can fit into your child's life at school.

If you have any questions about volunteering please feel free to contact any member of the Home and School Executive or the front office.

Please take a few minutes to fill out this form (continued on the back of this sheet) and return it to the school promptly. Thanks and we are looking forward to a fun year!

Name: _____

Home Phone#/e-mail : _____

Student(s) name and grade _____

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On the back is a list of opportunities for which you can volunteer. Please put a mark beside any categories in which you are able to lend a hand.

| √ coordinate | √ Assist | Volunteer Opportunities |
|-----------------|-------------|--|
| | | <u>Driving for Field Trips</u> - Must have 1,000,000 liability car insurance and provide school with copy of license. This is done on an 'as needed' basis". Classroom Parent will notify you when the need arises. |
| | | <u>Classroom Volunteer</u> --Assist with activities, parties, field on an "as needed" basis. Duties might include preparing or aiding with crafts, donating or baking refreshments, |
| | | <u>Classroom Parent</u> - There is a minimum of one per class. This person acts as a liaison between the teacher and other parents. They help the teacher coordinate parties, field trips, special events. These parents are assisted by the Classroom Parent Coordinator (Home and School Executive). |
| | | <u>Lunch Program</u> - The Lunch program is catered by volunteers. Generally 3-4 people are needed in the kitchen each day to help prepare and serve lunch (11:50-12:50) for about 1.5-3 hours. Volunteers sign up for a once a week commitment, although rotating volunteers are welcome. Great way to see your child and their friends in a non-classroom setting. |
| | | <u>Sports Team Coaching/Asst. Coach</u> - parents can help run regular sports programs such as Basketball, Cross Country, Soccer, etc. Usually needed one afternoon during the week for season. |
| | | <u>Gardening/Beautification</u> - help maintain our new planters with occasional upkeep. |
| | | <u>Sewing</u> -" as needed" for miscellaneous items - curtains, costumes, class projects |
| | | <u>Library Assistance</u> - Catalogue books, gather books for class themes, aide classroom during library time. Commitment can be weekly, monthly. Training included. |
| | | <u>Special Events</u> -Events are held throughout the year and include the Fall Fair, Holiday Family luncheons, Teacher/Staff Appreciation Week, Garage Sale etc. Volunteers can help plan and coordinate events, bake goodies, serve meals, etc. Single shift opportunities. |
| | | <u>School Directory</u> - The student directory is a valuable source of information. Duties include entering information into database to prepare directory. Can be done from Home. |
| | | <u>Recycling</u> - organizing the recycling program, recycling blitzes, plan Earth Day activities. Assist recycling coordinator with program. |
| | | <u>School Office</u> - assist school secretary with filing, sorting, etc. on an "as needed" basis. |
| | | <u>Sharing special skills or interests with the class</u> (explain briefly): |
| | | <u>Fundscrip</u> - will donate money to our school every time you buy a gift card from their site. Help distribute gift card orders to participating families. Send out reminder e-mails. |
| | | <u>Chapters night</u> -This event is held in late November and is a fundraiser for the School Library. Volunteering can mean helping organize or assisting the night of the event. |
| | | <u>Girls Guides/Scouts</u> - The Lakecrest Scout groups meet every 2 weeks after-school if parent volunteers lead the groups. Volunteers are supported by the local Guiding/ Scouts office. More information about current Girl Guide/Scout groups at Lakecrest will be sent out at a later date. |
| | | <u>Auction Committee</u> . This committee plans and coordinates the fall auction which is held in late November. This Gala event is the major fund raiser for the school. Volunteering may involve attending meetings, computer data entry, decorating and set up, organizing donations for the silent and live auction, and/or help on the night of the event. |
| | | <u>Home and School Executive</u> . Meets at least once a month and coordinates most of the volunteer activities for the school. Members of this group coordinate activities such as the lunch program, Fall Fair, uniforms, spring garage sale, teacher's/staff appreciation week, family fun day, Chapters night, recycling program, etc. Parents can hold a position or be a member at large. |
| | | <u>Board of Directors</u> -The Lakecrest Board consists of 7 to 8 parents as well as 2 to 3 Community representatives. They meet once a month during the school year and for the Annual General Meeting. The board has the important task of developing policy for the school and ensuring that the goals of the students are being reached. |
| | | Any other are of interest that you might be willing to assist with or if you wish to elaborate on any interest that you have indicated above: |

