



Daily Orientation

Step 1: Thank you for volunteering.

Step 2: Self Orientation

- Be approachable – smile, talk to the children, listen to them
- Be alert – if a situation arises, please report it to a school official starting with the principal
- Be available – the goal is to be of service to the school, teacher and students
- Be a positive role model

Step 3: A Few Things to Be Aware of -

- Never use the student (boys' or girls') restrooms (Always use the teacher restrooms in the Office)
- Never be alone with a student (always be visible to others)
- Do not be disruptive when classes are in session
- Do not use profanity
- Do not tobacco on the school grounds
- Do not share religious or political views
- Other School District Policies See office staff

- Go to the Volunteer room to complete the on-line survey to the National Program Headquarters. Or you save this document on your home PC. It is important that you complete this survey; the national program requires each day to complete this. We also track this information locally as well.

https://www.surveymonkey.com/s.aspx?sm=Yh41NovYPs0bKhFeULhJ2w_3d_3d

Passcode: **TX1002**



Step 4: Have Fun!

