

# VOLUNTEER SIGN-UP

Name \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

\*\*\*Important – You must have all your clearances completed before you may volunteer for any activities taking place around students. These clearances are **mandatory** for all volunteer positions listed below and also for any parent who wishes to be considered as chaperones on Field Trips. Clearances include; Child Abuse, Criminal Background, and attending the Protecting God’s Children class. All clearances must be submitted to the Rectory before you will be able to volunteer. All volunteers with clearances are given a badge that must be worn while volunteering. \*\*\*

Please indicate below the area(s) where you would like to volunteer your service. All who volunteer will be contacted.

## **VOLUNTEER POSTIONS** (within the school day)

<p><b><u>Communication Envelopes</u></b> (Three to four volunteers needed every other Wednesday, or on an as needed basis.)</p>	_____								
<p><b><u>Hospitality</u></b> (Number of volunteers varies with event.)</p>	_____								
<p><b><u>Uniform Consignment and Lost &amp; Found Bin</u></b> (One volunteers needed weekly.)</p>	_____								
<p><b><u>Computer Program</u></b> (Two volunteers needed for grades K-3) Circle Preference –</p> <table style="width: 100%; text-align: center; border: none;"> <tr> <td style="padding: 5px;">K-215</td> <td style="padding: 5px;">1-220</td> <td style="padding: 5px;">2-212</td> <td style="padding: 5px;">3-211</td> </tr> <tr> <td style="padding: 5px;">K-219</td> <td style="padding: 5px;">1-221</td> <td style="padding: 5px;">2-222</td> <td style="padding: 5px;">3-223</td> </tr> </table>		K-215	1-220	2-212	3-211	K-219	1-221	2-222	3-223
K-215	1-220	2-212	3-211						
K-219	1-221	2-222	3-223						
<p><b><u>Library</u></b> (Two volunteers needed daily.) Circle day(s) available:</p> <table style="width: 100%; text-align: center; border: none;"> <tr> <td style="padding: 5px;">Monday</td> <td style="padding: 5px;">Tuesday</td> <td style="padding: 5px;">Wednesday</td> <td style="padding: 5px;">Thursday</td> <td style="padding: 5px;">Friday</td> </tr> </table>		Monday	Tuesday	Wednesday	Thursday	Friday			
Monday	Tuesday	Wednesday	Thursday	Friday					
<p><b><u>Lunch Duty</u></b> (Three volunteers needed from 11:20 - 1:00 p.m.) Circle day(s) available:</p> <table style="width: 100%; text-align: center; border: none;"> <tr> <td style="padding: 5px;">Monday</td> <td style="padding: 5px;">Tuesday</td> <td style="padding: 5px;">Wednesday</td> <td style="padding: 5px;">Thursday</td> <td style="padding: 5px;">Friday</td> </tr> </table>		Monday	Tuesday	Wednesday	Thursday	Friday			
Monday	Tuesday	Wednesday	Thursday	Friday					

**Recess Duty**

(Three volunteers needed daily 11:20 – 12:15 p.m.)

Circle days(s) available:

Monday      Tuesday      Wednesday      Thursday      Friday

**Pretzels**

(Two volunteers needed Tues. and Thurs. to count and distribute pretzels)

\_\_\_\_\_

**VOLUNTEER POSITIONS**  
**(outside the school day)**

**Book Fair**

(Number of volunteers determined by librarian. Requires daytime and some evening time.)

\_\_\_\_\_

**Field Day**

(Number of volunteers determined by faculty Field Day Committee)

\_\_\_\_\_

**Sponsorship Program**

(As many volunteer families as possible)

\_\_\_\_\_

**Campbell's Soup Labels**

(Two or Three volunteers)

\_\_\_\_\_

**Box Tops**

(Two or Three volunteers)

\_\_\_\_\_

**Redner Receipts**

(Two or Three volunteers)

\_\_\_\_\_

**Homeroom Parent**

(Two volunteers needed per classroom.)

Please circle preference:

K-215      K-219      1-220      1-221      2-212      2-222  
3-211      3-223      4-128      4-209      5-117      5-118  
6-119      6-127      7-120      7-126      8-121      8-123

*Thank you for volunteering so generously.  
We appreciate you and all you do to help with the success  
of our school program.*