



## Swasey PFG Volunteer Information 2009-2010

Name \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Child Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Child Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Child Name \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Many of the special programs SCS offers rely on volunteer help. Please indicate any areas you may be interested in volunteering. We will contact you throughout the school year as help is needed. We look forward to a great year.

**\*Please return this form to school by September 23rd\***

### Classroom Volunteers:

\_\_\_ **Classroom:** Special teacher projects, holiday events, field trips, flashcards, etc.

\_\_\_ **In home projects:** Assisting teachers with projects in the convenience of your own home

\_\_\_ **Computer Lab Volunteer:** Assisting students in lab/basic computer skills necessary

\_\_\_ **Data Uploading:** Uploading data for classroom teachers/basic computer skills necessary

*.\*If you would like to be on the volunteer list for your classroom, you must sign up above*

### School Wide Volunteers:

\_\_\_ **Monthly events:** Baking/cook, fundraising events, teacher luncheons, field trips, etc.

\_\_\_ **Wednesday Folders:** Helping as part of a team to fill take home folders. Every Wed. morning (about 1 hour).

\_\_\_ **Library:** Assisting Special Library and Class projects

\_\_\_ **Classroom Volunteers:** Assisting teachers in the classroom with special projects, weekly assignments, etc.

\_\_\_ **Art:** Special projects, Art exhibit set-up.

\_\_\_ **P.E:** Fitness testing, class aides, jump rope club.

\_\_\_ **Courtyard:** Maintenance and new projects in courtyard gardens.

\_\_\_ **Music:** Special events

\_\_\_ **Photographer/Videographer:** Photograph and videotape special events at Swasey School

### Grade Liaisons:

Grade liaisons are responsible for maintaining open dialog with teachers to help organize and implement the volunteer needs for their classrooms. There will be one grade liaison per teacher, PE, Art, and Music. This is a great way to get involved in the volunteer program!

*If you are interested in being a grade liaison, please contact:*

*Holley Lenihan at [holleylenihan2@aol.com](mailto:holleylenihan2@aol.com) with the grade and teacher's name.*

*Grade Liaisons will be assigned on a first come first served basis by September 16<sup>th</sup>.*

# Parent Faculty Group



*Working together to make a difference.*

## Swasey Central School PFG Volunteer Confidentiality Agreement 2009-2010

The following is the volunteer confidentiality agreement as laid out by SAU 16 for all volunteers. **ALL** volunteers must sign this agreement **each school year**. It is important for the safety of all Swasey students and personnel that we uphold this process. Please return signed contract to your child's teacher. Once we receive your signed contract a volunteer name badge will be made for you.

Please read before signing:

Volunteers are responsible for maintaining the confidentiality of ALL information or conversations to which they are exposed while serving as a volunteer, whether this information involves staff, volunteer, or student. Failure to maintain confidentiality may result in corrective action or termination of volunteer's relationship with the program.

**Print Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_