

WMS PARENT VOLUNTEERS

Informational Handout

Volunteer Guidelines

1. Your job is to assist the teacher.
2. Classroom and student work is always confidential. Should you feel it necessary to communicate a concern, please do so only with the teacher or principal.
3. Do not compare children within the classroom
4. Your role is to help all the students in the class, not just your child.
5. Work positively for the good of the school.
6. Please turn off your cell phone when you are on campus working with students.

Arkansas Rules for Parental Involvement Plans (July 2014)

4.014 Each public school district shall provide training at least annually for volunteers who assist in an instructional program for parents.



WMS Mission Statement

WMS strives to provide the best education possible for all of the students. The staff is committed to a safe school environment in which each student may be instructed according to his/her individual needs. Emphasis is placed on developing skills and attitudes that will enable each student to become responsible, productive citizens of the 21st century.

Volunteer Procedures

In order to begin volunteering in ANY capacity within the school, you will need to get approved through the office. This includes volunteering in a classroom or attending a field trip.

First, you will need to attend volunteer training with our Parent Volunteer Facilitator.

Second, you must sign in through the office to receive a pass onto campus. You will need proper identification so that you can be processed through our Hall Pass System.



Effective Ways to Work With Children

- Be warm and friendly
- Learn the children's names and show interest in what they are doing and telling you, you are very important as a listener.
- When working with children, encourage them to do their own thinking, give them plenty of time to answer. Silence often means they are thinking and organizing what they want to say or write.
- By law you must always respect a child's privacy. If a child or teacher reveals personal information to you, regard it as a confidence.
- Be consistent with the teacher's rules for classroom schedules and behaviors.
- If a child is upset, encourage them to talk the problem over with you. You need not solve the problem but by listening you help the child feel you care.

How to Get Started...

Please contact us to get started volunteering!

cturner@esd-15.org

870.864.5032

Parent Involvement Handout

Dear Volunteers,

Welcome to our School! On behalf of all the students and their teachers, I want to thank you for volunteering to help us provide the best possible education for our students. Your presence in the classroom will provide the teacher with valuable help and support. In whatever way you choose to help, whether in the classroom, offices, or in the cafeteria, you can be sure your contributing is needed and valued.

This informational handout was prepared to give you guidance in your role as a school volunteer. The guidelines and expectations of the school volunteer in this pamphlet will hopefully provide you with guidance needed to make your volunteer experience an enthusiastic success. Naturally, the teacher will always be nearby to provide directions and to answer your questions. I encourage you to always seek out and follow the counsel of the teacher.

Please feel free to discuss any aspect of the school volunteer program with me or other members of our staff. I am most appreciative of the time and talents you are donating. I know you will experience the joy of working with our students. Your contributions will make a difference in their lives. We hope you will be rewarded by the love and appreciation of the students and staff.

Thank you very much for your caring support.

Sincerely,

Jody Vines

Principal of Washington Middle School

