



WATCH D.O.G.S. INSTRUCTIONS

- **Orientation**
 - Park in visitor spot in the front circle drive nearby.
 - Sign in with office staff (you will need ID) and receive school badge to be worn during your volunteer day.
 - Steve Kowalski (AP) will be your contact person should you have any questions.
- **Car Duty**
 - Welcome students as car greeter in the AM and assist with car rider dismissal during PM.
 - The staff members who are also there to assist will give your guidance.
 - For safety reasons, your child may not assist you. Your student will go to their assigned location in the school.
- **Announcements**
 - You and your child's name will be announced on the morning announcements. ➤ After announcements, stick around for a quick photo with your child.
- **Classroom Visits**
 - You will be scheduled to visit multiple classrooms. Remember you are volunteering to be a positive male role model for all the students.
 - Classroom teachers will provide direction on how to assist and actively engage students.
- **Rotation**
 - You will go with your student to most of their classes but will also participate in other duties around the campus.
 - ➤ If you have multiple students, you will be assigned a rotation schedule to ensure time with all of your children.
- **Lunch Duty**
 - Mr. Kowalski or the other staff members on lunch duty will provide guidance on how to help.
 - You likely will be asked to assist students with opening food items, handing out napkins, condiments, utensils, or cleaning tables.
 - Please assist with all grade level lunch tables.
 - Your lunch time will be with your student. Please, sit with your student and their class during your lunch break.
 - School lunches are \$5.00, school policy does not allow you to use your child's lunch account to purchase your food.
- **Restroom Breaks**
 - Adult restrooms are in the front office area near the copy machine.
- **Breaks**
 - If you need a moment or two to relax, use the restroom, or need a break, feel free to take a few minutes in the staff lounge.
- **Recess Duty**
 - Help keep order on the playground.
 - Do not push other students down the slides, assist with monkey bars/climbing toys, etc.
- **Reminders**
 - Per district and/or Watch DOGS guidelines, you may not go into student restrooms, be alone or unsupervised with a student, espouse political or religious beliefs to students, or smoke on campus.
 - **Please limit cell phone/texting use while on campus**
 - If you must leave during the day, please inform Mr. Kowalski and/or the office staff of your departure.
 - Please be aware that while your schedule was made just for you, there may be unexpected events during the day that we did not plan for (assemblies, fire drills, etc.).

