Holy Spirit
CATHOLIC SCHOOL

To: Holy Spirit Families
Date: August, 2020
RE: Grade Level Noon Recess Volunteer Schedule

At Holy Spirit School, we have two lunchroom supervisors and two playground supervisors each day. In addition to this team, two parent volunteers are needed outside each day. This provides continuity and stability to ensure a happy, safe and enjoyable lunch/recess program for our students. The outdoor recess time is 11:20 - 12:25. Due to COVID-19, volunteers may not work inside the building but may work outside staying at least six feet away from students. The supervisors will handle all the first aid needs.

Please indicate dates that will work for you (3 dates per child). If you are unsure of your schedule and availability in advance, you will be contacted approx. a month or two prior to your child's class schedule to choose convenient dates. If volunteering during the lunch hour will not work for your schedule, there is an option of paying $10 per lunch ($30 per child) so that a sub can be scheduled for you.

As you look over the supervision dates below by grade level, please let us know which of these opportunities best fits your schedule by returning the bottom of this form to the office with your preferences circled. Receipt of this form from every family greatly helps with our scheduling.

2020-21 Recess Volunteer dates are as follows:

8th Grade	August 19 – September 18	4th Grade	January 11 – February 12
7th Grade	September 21 - October 23	3rd Grade	February 17 – March 19
6th Grade	October 26 – November 24	2nd Grade	March 22 – April 30
5th Grade	November 30 – January 8	1st Grade	May 3 – June 3

Please be generous with your time and talent so we can continue to provide a quality and safe lunch/recess for the students. Thank you for your dedication to this program. If you have questions or concerns, please do not hesitate to call, text or email Kristine Olewinski at 616-340-6751 or kristine212l@hotmail.com

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Please return this form by August 19th to help with our scheduling.

1. I am planning on volunteering 3 days during the month/s that my children's class/es are scheduled for recess duty.
   Dates I am available are: _____ _____ _____ _____ _____ _____ _____ _____ _____
2. I cannot work during outdoor recess due to my schedule but am willing to pay a substitute $10 per lunch ($30 per child) when my child's class is scheduled. Enclosed, please find my payment. (Example: 1 child @ 3 x $10=$30).
3. **a)** I would like to be called on **any month** to sub during recess knowing that a stipend is available **OR**

   b) I would like to **volunteer** my time as part of the parent participation program at Holy Spirit.
4. I am available these days: MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

Child/ren's Name/s: _____ Grade/s: _____

Signature: _____ Email _____

Our mission at Holy Spirit School is to learn, live and share the message and teachings of Jesus Christ.