



GUIDELINES FOR STUDENT VOLUNTEERS

If you are thinking about coming back to help teachers in July and August, here are the rules.

1. You must contact by email in advance the teacher you want to work with.
2. Once you have been given permission from that teacher, print out the email that has permission and bring it with you. This must be done daily.
3. No one is allowed to work or be on campus during lunch time.
4. All volunteers will sign in and out of the office.
5. **CELL PHONES ARE OFF ON CAMPUS!**
6. Any fooling around will cause all privileges to be revoked.
7. Student volunteers will not be out of the building during recess.
8. No gum is allowed anywhere on campus.
9. Volunteers must adhere to ALL Plaza Vista School rules (dress code included).

All teachers' emails are on our website. You will be working between the hours of 7:30 and 11:30 in 2 hour increments. That means no student volunteer will work more than 2 hours each day.

If your teacher runs out of work before your 2 hours are finished, you should sign out in the office and you are done for the day. Volunteers are not allowed to look around for another teacher to work for.

If you are on campus, not adhering to these guidelines, you will be asked to leave and all volunteer privileges will be revoked for this year.

Return this portion to the office

Student Name (print your name) _____

Student Signature _____