

**Volunteers on Watch (VoW) is Different than our previous Watch DOGS Program**

- ▶ Only a temporary change to the Watch DOGS format.
- ▶ All family members welcome!
- ▶ Volunteer access limited to Outdoor Recess (11:45AM-1:15PM) and Morning Drop off (8:35Am-8:50AM). No classroom volunteering for now.
- ▶ Time commitment per day is 20 mins-1.5 hr.
- ▶ Scope might increase as health and safety guidelines change.
- ▶ All volunteers to have current background checks, be vaccinated, and masked when at school.

**Program Rules & Conduct**

- ▶ Ensure that you are district approved and vaccinated before volunteering.
- ▶ Arrive at the school 15 mins early to check-in and review your schedule
- ▶ Please wear your PTSA VoW T-Shirt, mask, and name tags while volunteering.
- ▶ Be Approachable – smile, talk to students and listen.
- ▶ Be Smart – follow the school’s policy on conduct & behavior
- ▶ Be Alert – report situations to the Office
- ▶ Be Available – for the students, teachers, and the school
- ▶ Only use designated activity areas, equipment, and restrooms (near office).
- ▶ Follow school’s [Confidentiality Policy](#) as outlined in the Volunteer Handbook.
- ▶ No profanity and No tobacco on school grounds.
- ▶ Do not share religious or political views.
- ▶ Limit personal use of cell phones and similar devices.
- ▶ Never engage in any conduct that brings disrespect to you, your student(s), the School, the Volunteer Program, and other volunteers

I promise to adhere by the **Rules and Code of Conduct for the Volunteers on Watch** program as stated above.

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FULL NAME

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Signature & Date

## How to be a Volunteer on Watch?

Visit the tab at [smithptsa.org](http://smithptsa.org) for details.

- ▶ You will need to be a registered volunteer with the district before you arrive at school. Use this link-
  - ▶ [Volunteer Background Check](#)
- ▶ Sign-up for the day and time that works for you. Use this link-
  - ▶ [Signup Genius](#)
- ▶ Wear your VoW Shirt and mask. The office will give you a name tag to wear.
- ▶ The office will also ask you to show proof of your vaccination status and sign a Rules and Conduct Form.
- ▶ You will get to take a picture with your child for the Bulletin Board on your first day😊.
- ▶ **Morning Duties (8:45-8:50)** involve help unloading and directing kids from buses and cars.
- ▶ If **volunteering for recess (11:45-1:15)**, connect with recess teacher, Mrs. Bruner and our Play Everyday Staff (Tuesday/Friday) to see where help is needed.
- ▶ Recess Equipment is available for use OR you can bring some simple and fun recess games.
- ▶ Report any situation at the playground to the staff ASAP. Refrain from addressing it yourself.

**PTSA VoW/Watch DOGS Chair** position is open😊

Questions? Email [president@smithptsa.org](mailto:president@smithptsa.org)