

Parent-Volunteer Contract

Dear Parents/Guardians,

The staff at Fairview Elementary loves to see parents involved in their child's education and enjoy the help of those who volunteer within our school. For the well-being, safety and confidentiality of our students we ask that if you volunteer within our school you adhere to the following guidelines:

1) Maintain student confidentiality

Student confidentiality is extremely important to us here at Fairview Elementary School. In helping students, you may learn information about various students and it is *expected* that you will not discuss anything about the students with anyone in the community.

2) Ensure that the instructional time of the classroom is uncompromised

Maintaining an educational environment in our school is essential to helping our students meet our high standards. In doing this, we all need to ensure that the instructional time is uncompromised. We ask that while you are volunteering in the room, you:

- Refrain from holding conversations with other parents and students unless appropriate.
- Actively work with students as directed by the teacher.
- Adhere to all classroom rules.
- Refrain from holding conversations with the teacher.
- Refrain from asking students personal questions.
- Please try to make any prearranged times and let the teacher know as soon as possible if you are not going to make the designated time.
- Younger siblings are not permitted to be in the classroom. Please make other child care arrangements.

3) Ensure the proper behavior of your child

Please make sure that you talk with your child about expectations for when you come into the room. Let them know that they must follow all the classroom rules when you are in the room. By having this conversation with your child, it will ensure that your presence will not be a distraction to your child or the rest of the students.

Although we want active parents, our primary responsibility is to the learning environment within the classroom. By following the above guidelines, we hope that your time at FES is beneficial to all. Failure to adhere to the above guidelines could limit your ability to volunteer within the school. Thank you for taking the time to volunteer within our school and enriching the lives of our students.

I have read and I understand my responsibilities as stated above. While working with students within the school I will comply with the above guidelines.

Parent Volunteer Signature: _____ Date: _____

Printed Name: _____