

## Groveland Volunteers and Instructional Time

The time and energy given by Groveland volunteers is remarkable. The creativity, talents and dedication of our volunteers enhance student learning, support the school staff, and contribute significantly to making Groveland a successful school. Groveland's teachers and support staff continue to express appreciation for our efforts. Since many of our PTA and volunteer activities flow into the classroom or occur during the school day, it is important to establish some general guidelines to help both teachers and volunteers manage activities in the most productive way. These are not "hard and fast" rules but should guide your expectations and approach when you wish to bring an event to a classroom or to the entire school. As you read these guidelines, please remember that classroom activities have been planned well in advance and represent steps in a sequence of learning. Student testing or special projects may also be underway during the time frame of your event. Our activities will be most effective if they are compatible with the teacher's planned use of classroom time.

Please do not assume that classroom or students' time will be available. It is necessary to ask a minimum of one week in advance if an activity can be undertaken.

When asking for use of classroom time, be flexible. Let the teacher provide input as to the best day and time for the event. Be realistic as to the amount of time needed for an event or project and understand that the time the teacher makes available may be less than requested. If you are working within a PTA committee, please coordinate all requests for classroom time through the chair of the committee. Doing so will prevent confusion. For events that include the entire school, requests should be directed to Mr. Parker.