

Roslyn Primary School

Volunteer Form

Our volunteer parents support school programs that further enrich the experience of our students

Volunteers:

- Need to have a Working with Children’s Check
- Agree to give their time to fulfil the chosen role
- Work as a team with staff, students and other volunteers
- Are aware of the requirements regarding confidentiality and respecting the privacy of staff, volunteers, students and family members
- Understand that the issues of discipline are the role of the teacher

Name: _____ **Child’s Name:** _____ **Grade:** _____
Mob Phone: _____ **Home Phone:** _____
Email: _____

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| <p><u>DRIVE IN CINEMA FUNDRAISER—Saturday 5th March</u></p> <p>This is our largest annual fundraiser and a fantastic community event. Tasks we need help with include sourcing sponsors, distributing flyers to kinders, flyer letterbox drops, printing school maps, making showbags, making up bags of popcorn and lollies, setup and pack up. This is an event where we ask for your extra help so please let us know if you are available. We’d love you to invite family and friends to the event as well.</p> | <input style="width: 40px; height: 40px; border: 1px solid black;" type="checkbox"/> |
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| <p><u>EASTER HOT CROSS BUN FUNDRAISER</u></p> <p>This year we will be having a Hot Cross Bun Drive just in time for Easter. Bakers Delight in High St, Belmont has very kindly offered to support our school with this fundraiser. If you are able to spare some time preparing order forms, collating the orders during the week of the 14th March and distributing to families (via the students) between Monday 21st and Wednesday 25th March please let us know</p> | <input style="width: 40px; height: 40px; border: 1px solid black;" type="checkbox"/> |
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| <p><u>PREPARING CLASS MATERIALS</u></p> <p>This role is to help out the teachers as they don’t always have time for photocopying, laminating, etc. The task required is placed in an inbox by the staff member with instructions and a date required so you can prioritise. Completed tasks are delivered back to staff personally. No experience is necessary, full training is provided. The time commitment is about 1 hour on the same day each week.</p> | <input style="width: 40px; height: 40px; border: 1px solid black;" type="checkbox"/> |
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| <p><u>BUILDINGS & GROUNDS SUB-COMMITTEE:</u></p> <p>A note went home earlier in the week with more information about helping with the maintenance of our school grounds.</p> <p>The purpose of your role in this sub-committee is to use your experience and skills to help maintain and improve our school’s buildings & grounds and attend meetings as required to help with the planning of these activities. This year we are asking for help from parents to help with a mowing roster, small projects and on-going gardening and care.</p> <p>ABLE TO HELP BY: _____</p> | <input style="width: 40px; height: 40px; border: 1px solid black;" type="checkbox"/> |
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CLASSROOM HELPER

This role is to assist our teachers with class room activities. In term 1 of each year a class helper course is run to provide the training and is compulsory for you to become a class helper. On completion of the course a roster is organised to provide you with a weekly/monthly/termly time for you to assist in your child's class.

STUDENT BANKING

Tuesday 9am. The purpose of your role is to work in a team that processes children's deposits via the CBA and Bendigo Bank's on line student banking program. Other tasks may include collecting bank books from the classrooms and manually depositing cash at the CBA and Bendigo Banks. You will be required to fill out a registration form from the banks prior to commencing this role.

SOCIAL DAYS/EVENINGS FOR PARENTS

Different events are planned throughout the year. Some events are family friendly and others may be parent only events. This is a great opportunity to meet other school parents in a casual, fun environment. Ideas for days or evenings are always welcomed.

Suggested Activities: _____

LOST PROERTY/SICK BAY

In this role you will help keep lost property tidy and reunite named items with the owner (often done at school assembly, so regular attendance at this is helpful for this role) and regularly wash sick bay sheets. We already have one parent helping with this role, however someone else to help or act as a backup would be helpful.

SOUP KITCHEN/ICY POLES

Term 1 & 4—Icy Poles— purchase icy poles and sell to the kids every Tuesday lunchtime. The time taken at school is about 10mins. We currently have one parent organising this, however it would be helpful to have someone as a backup or to help occasionally.

Term 2 & 3— Soup— We look for parents who would be willing to cook a pot of homemade soup and/or serve the kids, again on a Tuesday lunch time. Then wash the cups and clean up afterwards.

FUNDRAISING SUB-COMMITTEE

This team raises funds to assist with school improvement requirements as identified by school council. This year there will be project groups focusing on specific fundraising activities, with a smaller sub-committee of people to coordinate project groups.

Project Group Coordinator: Full year. The purpose of your role is to attend meetings monthly or as required to help plan the fundraising calendar and events . In this role you will take on coordination of different projects; arranging meetings for your project team, passing on relevant information to your project team and helping to plan the tasks required to make the event successful.

5 Cent Fundraiser: 2 Terms only - tasks may include collecting money from each class, helping to count & tally money raised, etc

Bunnings Cake Stall: Once per year. Tasks include preparing packs to be sent home to families for baking, organising/ labelling food/goods prior to stall, setting up and packing up, arranging roster of helpers for the day, serving customers ,etc

Mother’s Day / Father’s Day stall - Term 2 and Term 3. As a team, tasks include arranging donation of goods from local businesses, wrapping/organising presents prior to events, setting up and packing up on the day, serving students, etc

Cookbook– Term 1 and 2. This project was started last year. Tasks include seeking further recipes if required, collating receipts & formatting the book, arranging for printing of the book, selling & distribution of the cookbook.

A Night with the Stars: Term 3 or 4. This is a great event in our social calendar and is a night to come along and listen to some sporting stars on their journey, top tips and perspectives on life. Tasks include baking or arranging food for the night, setting up and packing up, marketing the event to the wider public, helping serve food on the night, welcoming guests/taking tickets, etc.

If you have any other fundraising suggestions, we are always keen to hear your ideas:
