VOLUNTEER OPPORTUNITIES

LOOKING TO SIGN-UP FOR
HALLOWEEN DANCE SHIFTS? **Click here**.

Otherwise see below for general information about volunteering at the school.

Parent volunteers are an essential part of creating the special community at school - please have all parents/guardians in your family take a moment to notify the school and council what roles you might be able to help with this year.

IMPORTANT: Parent volunteers must have a police security check (valid for 5 years) and have registered as a volunteer with the CBE. Please contact the school office for assistance if needed.

STEPS TO VOLUNTEERING:

- ☐ Review the volunteer opportunities on this handout and then scan the QR code below to indicate your areas of interest. There is no obligation—we'll simply reach out with more information as opportunities arise.
- ☐ Go to MYCBE (PowerSchool) and complete the volunteer form under Online Forms and School Registration. Email elbowpark@cbe.ab.ca a copy of your driver's license and ask for police security clearance status if you're unsure (police check is valid for 5 years).
- ☐ If police security clearance is needed, complete the check online at https://www.policesolutions.ca/checks/services/calgary/.
- ☐ Ensure your completed check is shared with the school office before you volunteer. Ensure you also have completed the annual volunteer form.
- ☐ Council will notify parents as opportunities arise - sign up for what you can do!



https://forms.gle/1b5YpFHZMPBUNvvk7

EVENT COMMITTEE DESCRIPTIONS

** Some events are led by particular grade groups each year. If we do not have enough parent volunteers for that grade group, we will ask for volunteers from other grades before deciding to forgo the event.*

FALL FAIR - THURSDAY, SEPTEMBER 10 @ 4:30 to 6:30 PM

Help with our annual family event featuring games, activities, food, and entertainment! We have several Lead Volunteer opportunities - ranging from 2 to 6 hours of time commitment - that you can view at the QR Code below (https://buzzoff.my.canva.site/epsfair2026), and we also ask that each attending family bring a bake sale item or cover at least one shift (~20 minutes) at the event. Sign-up for shifts/bake sale will come soon.



https://buzzoff.my.canva.site/epsfair2026

*** HALLOWEEN DANCE (GRADE 4/5) - OCTOBER 2026**

Plan and execute the Halloween Dance with council support - dance, costume competitions, activities etc. We require 1 or 2 Grade 4/5 parents to lead with a time commitment of 4 to 8 hours prior to the event and additional time given during the event. We also need a team of Grade 4/5 parents on the committee to support with 2 to 4 hours (mostly on the day of).

*** HAUNTED HOUSE (GRADE 6) - OCTOBER 2026**

Plan and execute the Haunted House tradition upstairs during the Halloween Dance with the Grade 6 students. We require 1 or 2 Grade 6 parents to lead with a time commitment of 4 to 8 hours prior to the event and additional time given during the event. We also need a team of Grade 6 parents on the committee to support with 2 to 4 hours (mostly on the day of).

*** WINTER CELEBRATION (GRADE 1) - DECEMBER 2026**

We require 1 or 2 Grade 1 parents to lead this in collaboration with the school, and a team of 3 to 6 parents to assist with setting up and taking down decorations for the Winter Celebration in collaboration with the school staff. This runs for one or two performances. The time commitment is 1 to 4 hours prior to the event as well as 1 to 2 hours during the events.

*** SPRING PERFORMANCE (GRADE 2/3) - SPRING 2027**

Assist with planning for and setting up and taking down decorations for the Spring Performance. This runs for two or three performances and is generally the larger production for the year. We

need 5 to 7 Grade 2/3 parents able to give 3 to 8 hours prior to the event as well as a couple hours on performance days.

*** GRADUATION CELEBRATIONS (KINDER AND GRADE 6) - JUNE 2027**

Council, Society and School Admin provide support to groups in kindergarten and Grade 6 who would like to organize special graduation events. Please contact elbowparkschoolcouncil@gmail.com for more information.

MUFFIN MIXER - PLANNING FOR SEPTEMBER 2028

Help us prepare to welcome families on the first day of school next year. Council generally leads the events and can use a couple hours of help from parents who are able to contribute goodies or want to organize parts of it.

ONGOING OR SEASONAL COMMITTEE DESCRIPTIONS

APPRECIATION COMMITTEE

Support staff meals during parent-teacher conferences (approximately 3 times per year; each member of the committee signs up for one item and drops the food/drink/supplies at the school). Meghan Zubot will lead this committee and needs a team of contributors.

JAMES SHORT INITIATIVES

Elbow Park School has a special relationship with a sister school (James Short Elem) and we look for opportunities to engage students across the schools and share residency opportunities.

- **Christmas Classroom Initiative:** this annual program provides holiday gifts for families at our sister school. In the past, this program put together hampers; more recently it's focused on small gifts and gift cards. Parent coordinators and assistants pull together items, wrap/assemble gifts with our students if needed, and deliver. The time commitment can vary but focuses on the end of November and early December.

- **Mountain of Warmth**: this annual clothing drive in the fall sees donations of new and gently used clothing pulled together, organized, and delivered.

BIRTHDAY BOOKS

Help support the school's Birthday Book program in school 3 to 4 times for a couple hours throughout the year. Volunteers help organize books and ensure books are dedicated to children participating in the program.

GYM EQUIPMENT TEAM

Help keep gym equipment organized and in good condition. Tasks may include inflating balls, organizing supplies, and checking equipment inventory a few times each year.

OTHER VOLUNTEER OPPORTUNITIES

ROOM PARENTS

Each classroom asks for a parent volunteer to act as a liaison between the teacher/school/council and the parents of a class, as well as assist with a few initiatives such as teacher gifts, hampers and volunteer requests. There is a separate form in the welcome package to indicate interest for this role.

ART GALA FUNDRAISER

Parent Society is beginning early planning for our next Martinis & Masterpieces fundraiser which will likely feature a Spring 2027 event. The M&M Committee takes on responsibility for the vision of the art creation and gala event, with various subcommittees that focus on artwork, event, auctions, communications and more.

FUN LUNCH

The school runs Fun Lunches periodically through the year where students/parents order beforehand from set vendors and then that food is enjoyed at lunch. Volunteers come in for an hour to get delivered food to the classrooms, distribute to the kids, and assist with clean-up. Room parents will ask for volunteers throughout the year for this initiative.

SKIP THE DEPOT

The Parent Society has a charitable account with Skip the Depot allowing you to donate proceeds from your empty bottles to our sister school. Simply set up an account with Skip the Depot, select Elbow Park Parent Society as your charity of choice, and schedule pick-up. All funds donated are directed to James Short School.

COUNCIL AND SOCIETY

Parent Council provides parent input to admin and collaborates on the overall student experience. Parent Society is an arm that oversees fundraising and manages budgets for what is raised to enhance the school community. Both are great opportunities to get involved - if you're new to this, start by coming out to a council and society meeting as all parents are welcome and encouraged!

Those who formally sit on council or society are asked to attend around 5 meetings a year and support related activities. Time commitment can vary depending on the role, but ranges from 20 to 100 hours over the year. Members must be voted in during the respective AGMs.