

Parent Lunch Room Volunteer Guidelines

Thank you for volunteering! Please read these guidelines before starting your volunteer shift.

Safety first!: Please make sure to **bring in your ID on the day you volunteer**. You will be asked to present it at the door when you sign in with our safety officer –yes, even if we all know you! If you do not have an ID with you, you might not be allowed in to volunteer. We thank you for helping us keep our school safe.

Pick Up Your Orange Volunteer Vest with Monica in Room 105: Wearing a volunteer vest will make it easy for kids to identify who they can ask for help. It will also make it easy for staff to identify parent volunteers.

When should I arrive to volunteer for lunch?

There is a half hour to eat and a half hour for recess for all grades. Please arrive five minutes before the start of lunch so you can get your vest in Room 105 from Monica and review the volunteer guidelines.

Kindergarten and 1st : Lunch is from 11:05 AM to 12:05 PM,

Grades 2nd-5th: Lunch is from 12:05 to 1:05 PM.

What should I do in the lunchroom to help when I volunteer?

Walk Around: Most children need help with opening thermos', milk cartons, containers and snack bags. Please walk around as you see children raising their hands for help. Many children have their hands raised for water or to go to the bathroom. Please encourage children to start with their "main" part of lunch (pasta, sandwich, chicken, turkey, cheese, etc..), not dessert. We also encourage parents to remind children to use indoor voices. Please do not remain solely by your child's table.

Salad Bar Help: Sometimes we need someone to serve salad from the salad bar. This is a fun station as you get to interact with the children and see how many actually do love their veggies! You need a hair net and plastic gloves for this station. Gloves and hair nets are usually on top of salad bar. Ask a staff member for some if you do not see them there.

Remind Students of Cafeteria Rules: Please remind students of the rules in the lunch room: indoor voices, not standing without raising your hand, no running, being nice to each other. Eating dessert *after* they have had their lunch. And due to allergies, sharing food is not allowed, sorry.

Help with Clean Up: Please guide students as they sort their trash according to the bins. We are a Golden Apple award school because of our continued efforts at recycling. Encourage children to leave the table clean for the next person.

Please wipe tables at the end of a lunch period. There are sprayer bottles with water and vinegar and paper towels on top of the trash/recycling stations.

Not Allowed in Lunch Room

Parents are NOT allowed to sit at a lunch table with a child at any time.

Parents are NOT allowed to photograph or videotape children at the school at any time.

I want to stay for recess as well, how do I help in the schoolyard?

There are different stations in the schoolyard, please connect with one of the staff members or coaches to ask where they would like your help. We might need help taking out a hula-hoop station or some chalk for the children to draw. There are other stations as well such as soccer, kick-ball, basketball, etc. We also open our Children's Garden for recess and always need someone supervising the area.

Who is in charge at lunch and recess?

The School Aides, Ms.Colon and Ms. Ivelisse are your site supervisors. They have both been at PS 29 for many years and have a lot of experience. Please comply with their requests.

What if a child needs to go to the bathroom? Kindergarteners can go to the bathroom in pairs. Higher grades should go to the bathroom on their own, but please discourage going in groups to the bathroom. If in doubt, send them to ask a school staff member.

Can I be assigned to work with just my child and classmates?

NO, as a volunteer, you are here to help all children, not just your own. Please walk around the lunchroom and all tables to see what children need.

Can I bring:

My younger child in a childcare emergency? No, unfortunately no kids are allowed.

A special treat just for my child and his/her friends? No.

Can I take lunch from the kitchen or bring my own?

No, parents are not allowed to eat in the lunchroom during their volunteering shift.

Can I set my own rules for my child's behavior in the lunchroom and at recess?

No. Your child must follow school rules and respect the school staff, even if you are present. School staff is responsible for your child's whereabouts even if you are in the lunchroom or the schoolyard.

What do I do if a child is misbehaving?

You can always remind a child of school rules, and that we always treat each other with kindness and respect. Inform school staff of any serious behavior issues such as pushing, teasing or bullying. Leave the discipline to school staff.

What if there is a spill on the floor? Please let a staff member know, a custodian should be called to clean the spill. Please do not clean the spill yourself.

Can I use my cell phone?

Please do not use your cell phone when volunteering, **except in an emergency.**

Can I help a child

In the bathroom? No, get a staff person. **Caretakers are not allowed in student's bathrooms.**

Zippping a fly? Yes, with a staff person present and watching

Buckling a belt? Yes, with a staff person present and watching

Tying shoes? Yes, but ask first, some children want to do it themselves.

I also gave a brief introduction (just used as talking points, not a handout) to families about the history of healthy food and green efforts in the PS 29 lunch room.

History of Cafeteria Food and Green Efforts at PS 29

Food and Farming

- In 2007 we launched our food and farming initiative with a visioning meeting to help our school community imagine a bold future for PS 29 that incorporates healthy food into our curriculum, into our schoolyard, and into our community.
- We now have a wonderful children's garden; fresher and healthier foods prepared in our cafeteria, featuring a very popular salad bar; and science curriculum which includes garden-related studies.
- We were also given the green light to include all of our school-grown food into our lunch menus—thanks again to Garden to School Café and GreenThumb! Thanks to our kitchen staff and science teachers we are enjoying PS 29 produce whenever it is available.

Green Efforts

The Green Committee was formed in the 2009-2010 school year, dedicated to educating and finding ways to implement environmentally friendly practices within our school building.

- Cafeteria Initiatives: finding alternative trays to replace the styrofoam in our cafeteria; making recycling a part of the cafeteria culture during lunchtime
- Get recycling containers for schoolyard next to the 2 existing garbage cans
- Form a recycling brigade at school: consisting of students that help monitor and encourage recycling in the classrooms

DOE School Foods

The New York City Department of Education is the largest system of public schools in the United States, serving about 1.1 million students in over 1,700 schools. The Office of Food & Nutrition Services serves around 940,000 meals to these students each school day.

Alternative Lunch Menu

WITS and DOE worked together to develop what's called the **Alternative Menu**, which features more scratch-cooked items, fewer processed foods and more vegetarian entrees than the standard menu. There is no chocolate milk and a salad bar with fresh vegetables is available every day.