

ÉCOLE FOREST TRAIL PUBLIC SCHOOL

Ensemble, Discover, Succeed, Citoyen Mondial

VOLUNTEER BROCHURE

2010/2011



Volunteering can be personally rewarding and contributes to the success of all students at École Forest Trail.

1406 Pine Glen Road ♦ Oakville, Ontario ♦ L6M 4B9


905-469-0341 Fax: 905-469-4908

To: Forest Trail Parent Community

There are many volunteer opportunities both in and outside of the classroom. Many activities fit the schedules for working or stay-at-home parents, community members, retired persons and grandparents. In some instances younger siblings are welcome at the discretion of the teacher and/or administration.




Volunteer Opportunities

 **ABSENCE CHECK:** Help ensure our students have arrived at school safely and that we have received communication by parents of all absent children. Volunteers work in pairs when possible and training is provided.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: 9:00 a.m. to 10:30 a.m. one morning per week/every week (or more)


WHEN: Ongoing

 **ARTS:** Helping to prepare for events where student work is highlighted (Visual Arts, Music, Drama).

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Varies


WHEN: Varies

 **BIENVENUE/WELCOME BBQ:** Process food orders and issue tickets, help with set up, serving food, or take down and clean up.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: 1 hour for the BBQ day, varies for order processing


WHEN: October

 **BOOK FAIR:** A popular annual event during the week of the Welcome BBQ. New books are made available for sale to students, staff, and parents. Funds raised go towards purchasing library books and software, plus author visits. Volunteers are needed to assist with sales during the fair and for set up and take down.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Your choice


WHEN: October

 **CARNAVAL:** Our winter carnival is modeled after the Carnaval de Québec. Volunteers are needed in the preparation of activities, baking and serving pancakes, setting up and running of outdoor games. More information and volunteer requirements will be made available once a final schedule of events is set.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Varies by activity, 2-4 hours


WHEN: January

 **COYOTE READING DEN - English and French:** This program provides selected Grade 1 and 2 students with a personal reading coach to help reinforce reading strategies taught in the classroom. No teaching experience is required. Training is provided.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: One training session, plus 1 hour weekly per session


WHEN: Ongoing

 **CROSS COUNTRY:** Help supervise students as they train for this high participation event.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Lunch breaks

WHEN: September

 **FAMILY MOVIE NIGHTS:** A fun night out for the whole family. Volunteers are needed to set up seating, sell tickets and refreshments, collect tickets at the door, and clean up following the event.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: Three movie nights throughout the year, evening event usually starts at 6:00 p.m. (3-3 ½ hours per movie night)


WHEN: Fridays – Oct 1st, Jan 21st, Mar 25th

 **FUNDRAISING COMMITTEE:** Volunteers will work closely with School Council to determine appropriate fundraising targets, run events, and plan future fundraising activities.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: As needed, monthly Council meeting attendance is encouraged.


WHEN: Ongoing

 **GARDEN TEAM:** Along with teachers and students you will assist in the weeding and general upkeep of our gardens.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Your choice


WHEN: Spring / Fall

 **HOLIDAY MINI SHOP:** This event provides students with the opportunity to holiday shop for two significant adults. As a volunteer you will assist in setting up the "shop" in our gym, serve our student customers, and wrap gifts.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: 1 full or ½ day


WHEN: December

 **HOME READING PROGRAM:** This program is for the primary grades, providing leveled reading books for the students to take home. The books are kept on carts, and volunteers are needed to meet with students in order to facilitate the exchange of books.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: One hour per week (or more if desired)


WHEN: Ongoing

 **JUMP ROPE/HOOPS FOR HEART:** As a volunteer, you will assist staff in running fitness events.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Varies


WHEN: Spring

 **LIBRARY RESOURCE CENTRE:** Assisting in the library with circulation, shelving, filing, or preparing teaching materials. Computer comfort is recommended. Training provided.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: As your schedule permits

WHEN: Ongoing

 **PARENT LIAISON:** The role is to act as a liaison between the parents and students of the classroom as well as a liaison between the parents in that class and School Council. They will be in direct contact with a School Council member who will organize the parent liaisons. Responsibilities may include communication of School Council information via email or telephone, monthly contact with the School Council member, assistance in coordinating teacher's volunteers if required. Training provided.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: Two hours per month

WHEN: Ongoing


 **ÉFT PARENTS ENGAGING PARENTS (PEP):**

A committee of parents that initiates and organizes educational awareness sessions and events targeted at strengthening the connections between parents, students, and the school. New parents and new ideas are welcome and needed! PEP also provides many opportunities to volunteer in the implementation of individual events such as French Family Games Night and French Movie Nights.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: 2 hours/month in the evening or by event


WHEN: Ongoing

 **PIZZA LUNCH:** This is our major fundraising event of the year. The money raised at pizza lunch helps support many of the great activities at Forest Trail. Volunteers set up and serve pizza for Tuesday pizza lunch during the 1st nutritional break.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: Approximately 30 minutes, 1-4 times per month (your choice)


WHEN: October to June

 **PLAYGROUND SUPERVISION:** Parents are requested to help out on the playground as supervisors. This is a great way to spend time with your child and other students while making an important contribution to the school. Training provided.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: 1 or 2 hours per month (or more if desired)


WHEN: Ongoing

 **SAFETY AND WELL-BEING COMMITTEE:** This committee works to address safety concerns, focus on leadership skills and self-confidence, anti-bullying awareness, promotion of nutrition and healthy lifestyle, and to support the school's Eco/Green Team's efforts.

CONTACT: eft.school.council@gmail.com

TIME COMMITMENT: Varies (approx. 1 hour per month), meeting as required.


WHEN: Ongoing

 **SCHOOL COUNCIL:** The role of School Council includes communicating with the Forest Trail school community, acting in an advisory capacity to School Administration, providing or supporting enriching programs and activities for students and parents, communicating with other Councils and the School Board on matters concerning French Immersion, and new education initiatives. Council members are expected to serve as an active member on at least one committee. Nomination forms and job responsibilities are available in the school office in September. **New members are always welcome!** School Council includes the following offices: Chair, Secretary, Treasurer, and Members-at-Large.

CONTACT: School Office 905-469-0341 – or – eft.school.council@gmail.com

TIME COMMITMENT: Meeting once per month 7-9 p.m. (day TBD), Plus committee commitment.


WHEN: October – June, plus September meeting the following school year.

 **SPELLING BEE:** Help our students train and prepare for this challenging event.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: Lunch breaks twice per week

WHEN: January to April

 **TERRY FOX WALK/RUN:** Supervise students along the route on the day of the event. Help is also needed to roll coins donated throughout the week.

CONTACT: School Office 905-469-0341

TIME COMMITMENT: 90 minutes

WHEN: September

Police Record Check: Halton District School Board requires all volunteers to obtain a ONE-TIME Criminal Record Check with Vulnerable Sector Screening from the Halton Regional Police Department.

Application forms are available either in the school office or at the Halton Regional Police Dept. (1151 Bronte Rd.) **Please get yours as soon as possible.** *There can be a longer wait in September because of the high volume submitted at that time of year.*



PLEASE DO NOT WAIT FOR SOMEONE TO CALL YOU!

If you have any questions about volunteering please email us.

eft.school.council@gmail.com

