

Playground Guidelines

Fingerprinting: All Playground Volunteers must be fingerprinted and attend Virtus Training. Anne-Marie Calderone is the contact person at amchef61@yahoo.com .

Volunteers: Playground Volunteers should make every effort to arrive on time. The first shift begins at 11:10am, therefore you need to arrive at 11:00 am. All Playground volunteers must sign in at the Main office, obtain a playground Id tag and proceed to the cafeteria or outside for duty. After completing your shift, please return the tags and sign out. The Head playground person needs to grab the bell and key to doors and play-yard area. Please leave cell phones off or on silent while performing recess duty. The coordinator for the playground area is Mr. Chiaravalloti.

Recess shifts:

11:10-11:35am - 7th and 8th grade

11:35-12:00 noon - 5th and 6th grade

12:00-12:20pm - 1st and 2nd grade

12:20-12:45pm - 3rd and 4th grade

Substitutions: If a playground volunteer cannot attend on his or her assigned day, it is his or her responsibility to find a substitute. You can switch for another day within your week or another week or look on the website at the substitute list. This list has individuals who can help, just use the school directory to contact them. If we do not have at least 3 volunteers, we cannot allow the children to go outside safely so please make sure someone can sub or keep your commitment. If we do not have 4 people , we cannot open the play yard equipment. We would like to have 5 volunteers each day.

Playground procedures: Only Playground Volunteers and students are allowed in the designated recess yard area. This area is delineated by cones. Please politely explain to the individuals or parents that they cannot enter this area. If they need to see their child, please go to the Main office first.

Playground Volunteers should be very attentive to the neighbors on Moran Avenue. The Playground Volunteer can allow students to go to the bathroom if need be. Please remind the child to make it a short trip so not to miss recess.

Playground Volunteers can rotate around the yard to make sure they get to see all areas of the recess yard. This way the volunteer can circulate through the children to make sure all playing is monitored.

Playground Volunteers should treat all students with respect (i.e. no touching, no name calling or teasing) A Playground Volunteer should not take the ball away from a student simply because he or she does not feel like retrieving it. If a child is aimlessly kicking or throwing a ball, the Playground Volunteer should remind the student that he or she should enlist some other students to have a game. A playground volunteer should break up clusters of children. If a child is sitting alone, ask if they are all right or

invite them to play with other children. Students need to be reminded that they must stay inside the cones, if a student climbs the outside fences or goes out into the street, they must be sent to the Principal's office. If a child is using foul language or physically fighting with another student, he or she must be sent to the principal's office.

There are no cell phones, I-pods, Gameboys, or electronic gadgets allowed during recess. If you see them, please have the student walk them to the office or put them away until recess is over. Please remind the students that jump ropes are for jumping and not wrapping around legs, necks or other children. Please stop any misuse of these jump ropes.

Playground Volunteers should use their discretion and parental judgment to manage minor issues between children at recess. Children who are misbehaving should be given a warning and then time. The child would be seated on the bench for the number of minutes equal to their grade (i.e. third grade= 3 minutes). A student must be seated while eating and must discard trash in cafeteria, not the sidewalks or flowerbeds. NO gum or lollipops since they are a choking hazard.

Students will go outside most days. The principal will make the decision on foul weather days on whether or not we are going outside or having indoor recess.

Students from 4th to 8th grade can use their discretion on wearing coats outside in the winter. The teachers will make a decision regarding coats in third grade and below.

Students are not allowed to play on the steps leading up to the gym, on the steps near the well at cafeteria doors or on the ramp.

At the end of each recess period, please ring bell twice. This will signal children to get in line in front of cafeteria doors in yard. The 4th grade class will help collect and return the recess equipment to the correct place.

Indoor recess: On excessively cold or rainy days, recess will be held inside the gym and classrooms. Gym use will be alternated between grades. Knock-out is allowed and other non-running games can be played. Please use your discretion on the number of balls in the gym. Students must remain in their classrooms during the recess period and can move within the class. NO electronic devices of any kind either.

Injuries: Anytime a child incurs a head injury or hits the ground, he or she should be sent to the nurse. On the head injuries, please send a child to get the Nurse in her office if you do not have the walkie-talkie. If a child falls and gets a scrape, please send to the nurse. Playground volunteers should refrain from calling the parents of an injured child and allow the Nurse to contact the parent.