



Volunteers will be used in a school at the discretion of the school administration.

Each volunteer must be a responsible person working under the direct supervision of a Teacher designated by the School Principal. (M.R. 23/2000)

Some typical duties performed by school volunteers are as follows.

- Assist the Teacher in making charts, graphs, and other teaching aids.
- Assist the Teacher in large group activities.
- Work with small groups or individual children (e.g. listen to reading, drill, etc.)
- Read stories to small groups of children or individuals.
- Contribute to enrichment activities by utilizing special talents and abilities (e.g. art, music, etc.)
- Assist the Teacher in supervision on field and short trips.
- Assist children upon arrival and in preparation for dismissal.
- Assist the Teacher in classroom "housekeeping" (i.e. bulletin boards, blackboards, etc.).
- File the catalogue materials.
- Provide clerical assistance (e.g. duplicating materials, typing, keeping records, etc.).
- Assist with playground activities.
- Assist with halls, lunch rooms, and classrooms supervision.
- Other related duties that may arise from time to time, as requested by the Principal.