

2014-15 Barnard Classroom Celebration Guidelines



Background Information: The need for new guidelines came about due to concerns regarding safety. Based on the extensive number of adults/family members in attendance at our last Halloween Party, it was necessary to review and clarify classroom celebration procedures.

In addition, mobility in our classrooms and hallways was extremely limited. In some of the more crowded classrooms, some students felt overwhelmed. Though parking is always a constant challenge, this too became an issue of heightened concern at the party.

Effective for the 2014-15 School Year the Following Guidelines Will Be Implemented:

- Each classroom teacher will determine the appropriate number of Parent Workers for each of the celebrations.
- Parent Workers will sign up in advance to work celebrations--there will be a sign up sheet available at the Welcome Coffee on the first day of school, on Curriculum Night, and on the Barnard Website—see Barnard Celebrations.
- Those parents who do sign up and attend celebrations are expected to come to assist and support the Head Room Parent(s) to ensure the party's success.
- To keep the focus on our current Barnard students, it is necessary for parents to make other arrangements for siblings.
- We will continue with our newly established “check-in” and “check-out” process. Parents who sign up to work will be on the appropriate classroom list at the door for check in. When the celebration is over, Parent Workers must sign their child out in the classroom, receive a green slip from the classroom teacher, and present it to the check-out table in the Barnard lobby.

Our primary focus is to ensure that our children continue to have enjoyable, safe, and age appropriate celebrations as planned by the room parents. Classroom celebrations will still be planned by the room parents and take place at Halloween, during holiday time in December, and at Valentine's Day.

There are many other opportunities to be a part of your child's classroom experience; some of which you will be able to sign up for at the beginning of the school year. These may include: chaperoning field trips, classroom clerical support, helping with reading groups, being a Mystery Reader, assisting with more complex class projects, presenting on specific topics of expertise, or any time a teacher needs an extra set of hands. Supporting the PTO in the myriad of jobs that are needed for various events is another option (Fun Run, Big Top Fair, Holiday Shop, etc.).

We want all Barnard parents to feel welcome at our school. We encourage you to be involved through multiple opportunities that match your comfort level and accessibility. Simply said, we want parents to be a part of your child's school experience and education. However, we must always keep in mind our students' safety comes first. We appreciate your cooperation in creating a safer environment for your child by following these guidelines.