



*"To be in your children's memories tomorrow, you have to be in their lives today."  
Anonymous*

*Here is what some parents are saying about the lunch time monitor experience ...*

#### REWARDING

"Volunteering as a lunch monitor gave me the opportunity to spend time with my daughter, meet her classmates and experience first-hand her daily environment. It was a lot of fun and helped me connect with my child in a completely different way."

#### PERSPECTIVE

"I was nervous at first never having supervised that many children but once I got over that it was great. Spending time with the children was so enjoyable and a wonderful break from the office."

#### COMFORT

"Volunteering at lunch helped me better understand the depth of caring and support at Kingswood—I am so happy my children attend this school and will volunteer again whenever my schedule allows."

You won't exactly eat lunch yourself but you will provide much needed support to Kingswood Elementary School. We are searching for parents who can volunteer as lunch monitors for an hour or so during the school day. You can volunteer as little or as much as your schedule permits. One day between now and grading day would be wonderful—two would be spectacular!

What's involved? Essentially your job is to provide supervision to the children while they are eating lunch in their classroom and later when they go outside to the playground.

You won't need to give any advance notice to the school. Just show up at the Kingswood office any day from Monday to Friday at 11:40am and we'll give you your volunteer assignment. Your 'shift' will end at 1:00 p.m. or earlier if you need to scoot back to work or home.

To volunteer you will need to have a valid Criminal Records Check (CRC) and a completed Department of Community Services Form (Consent to Disclosure of Information). More info on this is contained on the next page.

Here's what we are asking you to take on:

- 11:40-12:15: monitor the children as they are eating their lunch (help open thermoses, encourage children to stay in their seats/eat their lunch in the time given, ensure children clean up after themselves.)
- 12:15-12:55: (weather permitting) - go outside with the children (and with the other lunch monitors) to watch over the children as they play on



the playgrounds and around the school yard. If it's raining or if it's very cold the children stay inside for the whole lunch hour and lunch monitors supervise the children while they play games, draw, colour, etc.

We do have folks in place now who serve as lunch monitors everyday—both paid and parent volunteers—but we need more people to take this on to ensure our children are well looked after during this lunch break and that our teachers enjoy a much deserved break to reenergize before the afternoon classes.

Need more info? Turn the page over—FAQs and some additional info designed to encourage your support.

We hope you will consider this request. For parents who have volunteered the experience has been rewarding and often times educational and fun. We have included some of their testimonials in the box at left. Give it a try—you've got nothing to lose and maybe lots to gain.

## Our last two cents—answering your questions

**I would love to volunteer as a lunch monitor but I have a 2 year-old son at home and could not bring him to the school.**

You're not alone! One of our parent members of the PSA has volunteered to organize a lunchtime babysitting co-op of sorts. We are looking for those who would like to take kids in, those who would like to volunteer at the school, and those who would like to do a bit of both! Contact [jody.waugh@gmail.com](mailto:jody.waugh@gmail.com) to get involved.

**I only have an hour for lunch and with the drive time to KES you need twice that commitment.**

Ideally, we would like our lunchtime monitors to supervise both the classroom and playground settings. However, if you only have limited time and can only do the 'classroom' part, we'll take it. We really do appreciate any time you can volunteer.

**I would like to volunteer, but only if I can do so in my child's class. Is this possible?**

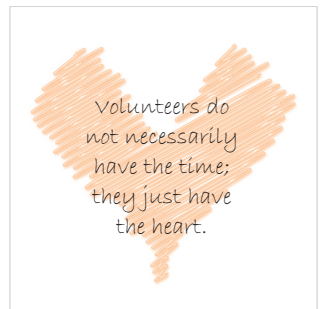
You can request to be placed in a specific classroom or grade level, however depending on the number of monitors/volunteers available that day, you may be asked to volunteer in a different classroom during the meal portion of the lunch break. Keep in mind that you will be able to see your child during outdoor play.

**I am interested in one of the paid Lunch Monitor positions. How do I apply?**

To apply or to get more information on becoming a HRSB Lunch Monitor including a detailed job description, please contact the school at 832-5522 or visit the Halifax Regional School Board website: <https://www.myhrsb.ca>.

**I still have questions. Who should I contact?**

Contact the school directly at 832-5522 or check out the KES website to obtain volunteering information and forms online. You can also contact our Lunchtime Volunteer Coordinator Blaise MacIsaac at [blaisemacissac@hotmail.com](mailto:blaisemacissac@hotmail.com).



## So You're Ready to Volunteer—What's Next?

HRSB's Student Protection Policy states that anyone wishing to volunteer is required to have:

- a valid Criminal Records Check (CRC) completed in the three months preceding volunteering. This check must be updated every three years.
- a completed Department of Community Services Form (Consent to Disclosure of Information) which can also be found at <http://gov.ns.ca/coms/families/abuse/ChildAbuseRegister.html>. This search must be updated every three years.

The cost of the CRC when applying in person at an HRM police station is \$30. You may also apply on-line through myBackCheck at a cost of \$50. There is no cost to complete the Consent to Disclosure of Information form and it can be returned to the school office once completed. The KES-Parent School Association (PSA) is pleased to contribute \$15 toward the cost of a Criminal Records Check. Those wishing to take advantage of this offer are to bring their completed CRC and receipt to the school office for reimbursement. CRC application forms and Consent forms can be obtained by visiting the school office or by contacting your lunchtime volunteer coordinators mentioned above. For more information on obtaining a CRC please visit the HRM Police website at: <https://www.halifax.ca/police/CriminalRecordCheck.html>.



Kingswood Elementary School  
34 Vrege Court  
Hammonds Plains, NS  
B4B 1K2  
[kwe@hrsb.ns.ca](mailto:kwe@hrsb.ns.ca)  
Phone: 902-832-5522