

Lunchroom/Playground Volunteers Needed

Applies to 2025-2026 TSF Hours

Please fill out the information below if you are interested in working in the lunchroom and on the playground for TSF hours for the 2025-2026 school year. Besides our paid supervisors, we are in need of at least two volunteers each school day. 1.5 TSF hours are earned each day worked.

Volunteer Time:

11:20 a.m. to 12:40 p.m.

Usually half the time is spent in the lunchroom and the other half is spent on the playground. Please bring warm clothes during the winter months. You will always work with a paid staff member who can help answer any questions.

Duties Include:

- Helping the younger children open food or drink items such as yogurt, milk, snack bags etc.
- Help the younger children obtain condiments such as ketchup or butter
- Wipe off tables
- Walking around the lunchroom and playground ensuring that the students are following the rules and playing in a safe and respectable manner.

Volunteer Commitment Timeframe:

We would like to have a yearlong commitment for ease of scheduling and to ensure we have volunteers throughout the entire school year. If this is not possible, i.e. you work but are willing to take a long lunch on a specific date or want to volunteer on a day you have off, please call or email Julie and she will put you on the specific dates you request. Please notify her of any date requests by the 15th of the month prior to the scheduled month.

Lunchroom/Schedule Coordinator: Julie Van Den Heuvel call or text 920-819-8160 or email jvandenheuvel@gracesystem.org

Please notify Julie if you have any questions or changes during the year.

Volunteer schedules will be sent via email monthly.

Please fill out and return to the school office by Friday, August 29, 2025

(Past volunteers, please fill out a new form)

Name _____ Phone # _____

Email Address: _____

Weekdays available (please circle): Mon. Tues. Wed. Thurs. Fri.

How often would you like to be scheduled in a month? _____

Specific dates you would like to request: _____

Would you be willing to be on a substitute list if someone is unable to make their scheduled date, due to illness? Substitutes will be called to see if they are available. YES or NO