

# WalkAbout

Sign-up @ <https://tinyurl.com/KiMSWalkAbout>

Weekly Opportunities	Before School Mon. – Fri.: 8:15 AM – 8:35 AM	Lunch - Mon., Tues., Thurs., Fri.: Group A: 11:50 AM – 12:20 PM Group B: 12:45 PM – 1:15 PM	Lunch - Weds. Group A: 10:50 AM – 11:20 AM Group B: 11:35 AM – 12:05 PM
General Volunteer Guidelines	<ul style="list-style-type: none"> <li>All parent volunteers must be LWSD Approved and provide proof of vaccination.</li> <li>Always sign-in AND sign-out with the office. Use volunteer nametag.</li> <li>Model behaviors the students are asked to follow. Please NO cell phone use.</li> <li>Treat all students in the same, respectful manner.</li> <li>Remember to observe student confidentiality inside and outside school.</li> </ul>		
WalkAbout Basics	<ul style="list-style-type: none"> <li>Engage students with smiles and conversation; Be present.</li> <li>Encourage students to be in the right place at the right time.</li> <li>Acknowledge students who are by themselves with a 'hello;' a friendly word can mean the world.</li> <li>Move toward loud groups; An adult's physical presence will often deter most unwanted behaviors.</li> <li>Discourage inappropriate behavior (including running and horseplay); Redirect behavior in a positive manner – avoid confrontation and/or power struggles.</li> <li>Directly engage school staff when enforcement of rules is required, or the need to address attitude problems with students arises. Direct students to the office for discipline.</li> <li>Trust your instincts; Do not hesitate to mention a concern, large or small, to school staff.</li> <li>Maintain safe physical interactions and verbal communication with students; Middle school students are not always able to interpret sarcasm or innuendo.</li> <li>Please do not use this time to talk to teachers or administrators about your student or school issues. Schedule an appointment separately.</li> </ul>		
Morning Checklist	<ul style="list-style-type: none"> <li>Circulate around the front of the school where students gather before school</li> <li>Encourage students to move towards class after first bell</li> </ul> <p>Things to Know:</p> <ul style="list-style-type: none"> <li>Doors should be kept closed during school hours</li> <li>Students should not enter gym locker room or other classrooms until after the first bell</li> </ul>		
Lunch Checklist	<ul style="list-style-type: none"> <li>Circulate within the lunchroom around the front of the school where students gather.</li> <li>Encourage students to dispose of their trash in the proper receptacles.</li> <li>If volunteering <b>during Group B lunch</b>, please assist staff in the last 10 minutes of the lunch period in picking up and stacking chairs.</li> <li>Encourage students to move towards class after first bell.</li> </ul> <p>Things to Know:</p> <ul style="list-style-type: none"> <li>Students are allowed to use the restrooms at the office during the lunch break</li> <li>Students are <b>not allowed</b> to be past the student phone, past the restrooms across from the counseling center or the restrooms next to the kitchen during the lunch period</li> <li>Students are <b>not allowed</b> to leave school grounds during the lunch period</li> <li>Students <b>may use</b> the library during the lunch period (if open), but <b>may not</b> linger in the hallways outside the library</li> </ul>		

Kirkland Middle School  
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