

**Academic Volunteer Program  
Blanchard Memorial School  
2009 - 2010**

September 1, 2009

Dear Blanchard Parents,

Welcome back! On behalf of the Blanchard teachers and staff, we would like to invite you to participate in the Academic Volunteer Program. This program offers an opportunity to support the school system as well as provide the chance to be more actively involved in your child(ren)'s education. It is important to note that the Academic Volunteer Program is distinct from the Parents, Teachers and Friends (PTF) organization. Our mission is to fill all academic needs the faculty and staff may have.

One of our major goals is to involve a broad cross-section of adults in the program--mothers and fathers, as well as interested family members or friends. There are varied opportunities to assist, both before and after school as well as during school hours. There are also tasks which may be completed from home. We need a broad range of skills and talents in order to ensure that our academic programs remain vital and continue to grow.

**Room Parent Information**

Each classroom in Blanchard utilizes at least one room parent, depending on teacher needs and preferences. The room parent works closely with the teacher to coordinate classroom volunteers and special events throughout the year.

A notice inviting all parents to volunteer to be a room parent as well as a "job description" was sent home via backpack and was posted on the Blanchard website this past spring. The teachers were also asked to make recommendations based on their experiences with their classroom volunteers. The resulting lists have been meshed, and the selection process is underway. We will be contacting potential room parents within the next week and hope to have everyone in place before the end of September.

**Sibling Policy**

It is school policy that younger siblings not accompany parents who are directly involved in the classroom. The teachers need you to be able to pay full attention to the children you will be working with, as well as avoid the classroom's distraction by a happy toddler! You may want to consider trading babysitting with another family in your child's classroom. Your room parent may be able to assist you with finding parents in the same situation, although they are not responsible for making any babysitting arrangements. They can also advise you of opportunities to accommodate your younger children.

**Getting Involved**

We will make every effort to match your interests with teacher needs and preferences. Please sign up for all areas which interest you, highlighting your biggest priorities. Please return the attached volunteer form as soon as possible.

Thank you in advance to responding to this request. We look forward to yet another year of cooperation among teachers, staff and parents at Blanchard.

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