



**OUR LADY OF GRACE**  
MONTESSORI SCHOOL & CENTER

Dear Playground Volunteers,

**\*Please make note of new time.\***

We are very grateful for your assistance at lunchtime. As you know, the children are always eager to have you come in to help. There are several things I would ask you to be especially mindful of while you are here.

**Please arrive at the school at 10:55 a.m.**

It is important that the children are being monitored at all times. With this in mind, I would ask you not to chat with the teachers or other parents while the children are playing.

Please be sure that each adult is covering an area of the playground so that the children are well supervised.

Lunch supervision is from **11:00 to 12:00**. Please plan on staying for the entire time.

If you are unable to come on your assigned day please reschedule with one of the additional volunteers or switch with another parent. It is important that we have appropriate coverage so please be aware of any conflicts you may have and plan accordingly. If we do not have enough coverage, the children will not be able to go outside to play.

Once again, thank you for your help.

Sincerely,

Sister Kelly



**OUR LADY OF GRACE**  
MONTESSORI SCHOOL & CENTER

Dear Parents

From: Sister Kelly Quinn

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**\*Please make note of new time.\***

In order to assist us with the lunch period for the next school year, I would like to ask the parents of our full day students to volunteer to help us in monitoring the playtime activities. The time we require your help will be from **10:55 to 12:00**. Your assistance in this will help the teachers have adequate time to prepare the classrooms for the afternoon session.

**Kindly return this form by August 1st.**

Thank you for your cooperation.

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\_\_\_\_\_ I am able to volunteer.

\_\_\_\_\_ I am unable to volunteer.

I am able to volunteer on the following day/s:

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Name: \_\_\_\_\_

Telephone # \_\_\_\_\_