

# César Chávez Elementary School

## 1<sup>st</sup> Grade Lunch Recess

### PARENT VOLUNTEER GUIDELINES

**Lunch/Recess for 1<sup>st</sup> Grade is from 12:05 p.m. - 12:45 p.m.**

On your day to monitor, please arrive at least 10 minutes early to check into the RAPTOR system at the School Office, and get a black and white striped vest (they are in the room to the left as you enter the office). Please ensure that your Volunteer sticker (with your photo and name) are visible over your striped vest.

During the first two weeks of school, 1<sup>st</sup> graders will eat in the MPR. Staff monitors and volunteers will help the students become familiar with the lunch routine. When the bell rings, students must wait to be excused to the play yard.

During the 3<sup>rd</sup> and 4<sup>th</sup> weeks of school, the 1<sup>st</sup> graders will be transitioned to the lunch tables located to the south of the MPR. 1<sup>st</sup> graders sit at the row of tables that are closest to the parking lot. Both 1<sup>st</sup> and 2<sup>nd</sup> graders will be seated together in the lunch area during 12:05-12:25 p.m. lunch period. Similar to the first two weeks of school in the MPR, 1<sup>st</sup> graders must wait to be excused to the play yard, even after the bells rings. Monitors and volunteers should encourage students to clean-up their space and pack-up their lunch supplies before they are excused. Students will be asked to raise their hand when they are ready.

When it rains or is too windy, students eat in the MPR and then have recess in their classrooms.

It is helpful to have parents help out at the lunch tables and then move to the play structure and blacktop when the bell rings. (The bell rings after 20 minutes. Students are to wait to be excused, or they can stay at the picnic tables if they need more time to eat.) When two parents are volunteering, it works well to have one move to the play structure when the bell first rings and the second stay for a short while to assist students finishing up lunch. When it rains, students go to their classrooms after eating. Check in with the 1<sup>st</sup> grade teachers and/or with the paid yard duty staff, as sometimes there is a need for parent helpers to come to the classrooms at this time. Other times, you will not be needed.

#### Paid staff:

- The paid lunch and playground monitors wear orange vests. There are two that work in the lunch area and two or three on the playground, monitoring students in both 1<sup>st</sup> and 2<sup>nd</sup> grades. Be sure to introduce yourself to them.
- The monitors on the playground have first aid kits and should be contacted in an emergency. They also have the medical history of children with allergies, etc.
- Parent volunteers should work with the paid staff in the event of discipline/behavior issues. The paid staff will bring students to the office (or ask parents to), if needed.

### During Lunch:

- There is a table designated for students with nut allergies. If you do not know which one it is, ask one of the paid staff. Students who choose to sit at that table may bring one or two friends along with them. However, those friends may not bring food that contains nuts.
- There are paper towels, plastic utensils and other supplies near the trash cans.
- If a child does not have a lunch, send them to the office. The office will contact their parents and/or get them a cafeteria lunch.
- During the early weeks of the school year, one parent volunteer may want to assist students getting cafeteria lunches to make sure they get through the line in a timely manner and get enough food.
- Students can leave the lunch area to get water bottles or go to the bathroom, with permission. Though beware that this may become a way to leave lunch early and get to the playground. Ask them if they can wait until the bell rings.
- Lunch at the picnic tables can be chaotic and loud. Kids often play more than eat. If the play gets out of hand, parent volunteers can separate students who are being disruptive.

### During Recess:

- Students are to stay on the blacktop, the field behind the blacktop (between the trees marked with red lines), or the 1st grade play structure. They are not to be on the grass or benches between classroom buildings.
- Only 1st graders are allowed on the play structure on the northwest end of the blacktop near CDC. If you see an older looking kid, ask who their teacher is. If their teacher is not one of the 1<sup>st</sup> grade teachers (Angelo, Leon, Nelson, Ramirez), ask them to play somewhere else.
- 1st graders can play on the blacktop, on the field or on the 1st grade play structure -- they do not have to stay on or near their designated play structure.
- Students in the grassy area should stay inside the path, away from neighboring houses.
- There is no running on the blue "carpet" around the play structure. See attachment on "Playground Rules and Tips" for more info. If a student or students are not following the rules, remind them of the rules, and give warnings as needed. Re-direct and send children to other activities. If needed, take them to the paid monitors.
- Some of the play, especially out by the trees, gets physical and rough. Parent volunteers should continue to keep a close eye on the activity, and can help by separating students or giving a first warning if the play is too rough. Parent volunteers can also bring in the paid yard monitors if things persist or escalate.
- Parent volunteers should help students solve some conflicts by using "Kelso's Choices."