Request for volunteers for Canteen Roster for Term 1.

Wow, another year has passed and we need to plan for 2014!

As the canteen is operated solely by parents, grandparents, friends and volunteers opening days and hours depend on the support of helpers like yourself. Please help the canteen by helping for a shift or two. Your assistance is greatly appreciated! P&F Committee.

We need volunteers for three shifts on Thursday or Friday. Please indicate which days and shifts or combination of shifts you would be available for. Note we’ve changed shift hours slightly to make preparation easier overall. You can choose to do combined shifts too! Dependant on volunteer numbers we will do canteen on either Thursday or Friday!
New volunteers will always be placed with an experienced one to learn the ropes.

PLEASE COMPLETE AND RETURN TO SCHOOL ASAP

Name of Parent / Grandparent / Friend: ……………………………………………………………………..

Child / Children (and grades / rooms): ……………………………………………………………………..

Contact Phone Number: ……………………………………………………………………………………..

Permission to place contact number on roster ☐ Yes ☐ No

Availability: ☐ Thursday ☐ Friday ☐ Weekly ☐ Fortnightly ☐ Monthly ☐ Twice a term ☐ Once a term

Or: ☐ Specific dates (please list) ……………………………………………………………………………

Preferred Times:
☐ Tally 9:00 to 10:00 – 10:30am
Ideal for families with toddlers. Roles include: to collect lunch order baskets from classes, process orders and monies. Write up serving bags for hot food. Check stocks of items and contact fresh food buyer with needs for lunch. Placing snacks in lunch bags. Leave tally sheet with any specific orders for next shift.

☐ Preparation 11:00 to 1:15pm
Roles include: Prep area – clean benches, floor. Turn on oven, boil water and turn on pie warmer. Prepare junior lunches. When hot food ready, bag and place in lunch bags for collection. Place drinks in cooler bags. Have baskets ready for collection (or delivery) by students. Do same for seniors.

☐ Service 1:15 to 2:15pm Need Working with Children Check.
Ideal for families with toddlers. Roles include: Prep area – clean benches, floor. Serve over the counter for snacks between 1:15 and 2:15pm. Clean up afterwards.

Are you able to be contacted as an emergency volunteer? ☐ Yes ☐ No

Are you likely to have a toddler with you? ☐ Yes ☐ No

Do you have a current Working with Children Check? ☐ Yes ☐ No

A Working with Children Check is required to work in the canteen when serving.
Forms are available at post office and don’t cost any money (except for passport type photo) to get.

Thank you!