

**BARBARA R. MORGAN ELEMENTARY SCHOOL**

**PAL**

**Playground Activity Leaders**

**HANDBOOK**



***Volunteer to make a difference in a child's life***

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## **PAL Purpose**

Our Playground Activity Leader (PAL) Program was created during the 2018-19 school year. It is a volunteer program where caring adults are available during lunch time recess to be a positive role model and play/converse with our elementary aged students. This program will help develop self-esteem, strengthen peer relationships and promote positive school interactions.

## **Goals of PALs**

- Improve social skills for students who may feel lonely or don't know how to get involved
- Promote positive student to school connections as well as embrace community volunteers
- Increase awareness and acceptance of student differences
- Decrease negative behavior for students
- Improve student self-esteem
- Provide opportunity for positive student (and adult) relationships
- Have fun and enjoy being a kid again

## **What to Expect as a Playground Activity Leader**

- You will work with any/all students in grade K-5 during lunch time recess at Barbara R. Morgan Elementary School, outside on the playground
- It may take some time for the students to be comfortable with you
- There may be times where you feel frustrated or disagree with the student but it is important to remain patient and ask a school staff member for help if needed
- PALs only interact with students during the scheduled lunch hour and no contact with the students is made outside of the designated school time
- There may be times where you need to set appropriate boundaries and model what you wish for students to do to get them to engage with you or others at recess time
- You will not be the recess supervisor; but there to provide play activities, interactions, walk, talk, etc.
- Confidentiality at a school is a primary importance. No student information may be shared outside of the school with family, friends, or on social media.
- It is not appropriate to give gifts to students
- We teach 'no touch' for our students; besides high fives, knuckles, pats on the back
- It is important to have appropriate conversation and use appropriate language with students
- Strive to build a relationship with students by learning their names and interests
- If a student acts or says something inappropriate kindly ask them to stop and explain to them how their behavior might make others feel and/or consult with the outside supervisor on staff
- Notify the front office immediately if you are concerned about the safety of yourself or others

## **What do I do as a PAL?**

- Check in at the office in the volunteer book, get a pass and head to the playground (be dressed and ready for the weather of McCall)
- Get a tour upon your first visit to become familiar with the school
- Walk around and observe students. Look for students who appear to need some redirection (playing rough, screaming, sadness, Buddy Bench students, lonely students). Invite them to join you in a variety of ways. Some ideas:
  - Play a game with students (ie. basketball, soccer, frisbee golf, 4 square, football, jumprope, hoola hoop, etc.)
  - Walk and Talk with students
  - Sit and Talk with students
  - Chalk Art on the sidewalks
  - Explore nature on the playground
  - Help a child on the buddy bench
  - Enjoy the playground equipment (ie. monkey bars, swings, tire swing, etc.)
- Say goodbye, sign out at the office (until next time)

## **What if I am unable to volunteer on my scheduled day?**

If you are unable to make it to your scheduled lunch time please contact the Barbara R. Morgan School office to leave a message so a replacement can be found. (208)634-2219

## **How to get started as a PAL?**

- ✓ Read through PALs Handbook
- ✓ Fill out and return PALs Interest Form (or complete it online)
- ✓ Sign and return PALs Agreement
- ✓ Wait for a confirmed start date/schedule

## **Contact Information**

Michelle Mooney, Coordinator: [mmooney@mdsd.org](mailto:mmooney@mdsd.org) or call 634-2219

Brooke Caldwell, Parent Volunteer: [brookecaldwell79@yahoo.com](mailto:brookecaldwell79@yahoo.com) or call 949-939-1086

Valerie Berg, Principal: [vberg@mdsd.org](mailto:vberg@mdsd.org) or call 634-2219

# BARBARA R. MORGAN ELEMENTARY SCHOOL



## Playground Activity Leader

### AGREEMENT FORM

The staff at Barbara R. Morgan Elementary School appreciates your interest in becoming a PAL.

A PAL is an adult who will volunteer their time as a mentor, providing support to help develop self-esteem, strengthen peer relationships and promote positive school interactions.

As a PAL I have:

1. Read through the Barbara R. Morgan PAL Handbook
2. Become familiar with the school lunch hour and know I am not in charge of discipline and will not be alone outside with students
3. Understand the importance of confidentiality (no student information may be shared outside of the school)
4. Committed to my scheduled day and time (and will receive confirmation from a staff member)
5. If I am unable to volunteer during my scheduled time, I will give 24 hour notice
6. Notify front office immediately of any safety concerns
7. Enjoy my time with students and have fun

By signing this agreement, I acknowledge that I have read the Barbara R. Morgan PAL Handbook and Agreement Form. I understand the importance of becoming a PAL and would like to volunteer my time to help students.

(Signature) \_\_\_\_\_ (Date) \_\_\_\_\_

# BARBARA R. MORGAN ELEMENTARY SCHOOL



## Playground Activity Leader

### INTEREST FORM



Scan this code with any QR reader and it will take you to an online Interest Form Link

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First*

Address: \_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

What day(s)/times would you be available/interested?

**11:15-12:15** (circle all available) (Grades K, 1, 2, 3):

Mondays    Tuesdays    Wednesdays    Thursdays    Fridays

**12:00-1:00** (circle all available) (Grades K, 4, 5):

Mondays    Tuesdays    Wednesdays    Thursdays    Fridays

*Add feedback/comments/notes for us to consider below.*