



**PRAIRIE POINT MIDDLE SCHOOL
& NINTH GRADE ACADEMY**

401 76TH AVENUE SW
CEDAR RAPIDS, IOWA 52404

Telephone: 319-848-5500
Fax: 319-848-5520

Ian Dye, Principal
Andrew Davis, Associate Principal
Holly Palmersheim, Associate Principal

Dear Point Parent/Guardian:

Your child has requested to be a student volunteer after our Point dismissal in one of our elementary buildings. When the bottom portion is returned with signatures, his/her name will be referred to Ali Alldredge, our District Volunteer Coordinator, and she will seek a teacher willing to have a student volunteer. Ali Alldredge will then email your child’s counselor and share the building, teacher, and start date for volunteering. All College Community Volunteers including student volunteers are required to complete the online volunteer registration form. As part of the approval process, a check against the national sex offender data base as well as a criminal background check will be conducted.

Your child will be riding his/her assigned shuttle over to the bus loading zone and walking to the assigned elementary. The students volunteering at Heights and Hill will not go to the loading zone, but will ride a shuttle van to the building following Point’s school day. Your child’s counselor will explain the van shuttle. No students are allowed to walk from Point to any of the elementary buildings.

Volunteering starts at approximately 3:00 and concludes at 3:45. Students should have arrangements made to have his/her ride pick him/her up at 3:45. No Point students are allowed to ride the elementary/high school bus routes home. The elementary teachers who accept volunteers rely on them to arrive on time and will often have tasks for the volunteers to complete. If your child is not going to be able to volunteer on their assigned date, you or your child need to contact the grade level counselor so the elementary teacher is aware. If your child decides to stop volunteering, please also contact the grade level counselor. All student volunteers must have Cs or better in all classes. Grades will be reviewed each grading period.

Please contact your child’s grade counselor if you have any questions or concerns.

Thank you.

Prairie Point Counseling Staff

Please return signed letter to the Point Counseling Office

I have received and reviewed the informational letter about Point students volunteering in Prairie elementary buildings.

Student Name Printed

Student Signature

Parent/Guardian Name Printed

Parent/Guardian Signature

Date: _____

Student Information about Volunteering at College Community

1. Prairie Point students will be responsible for their own transportation and will volunteer outside of their school day.
 2. No student volunteer placements will be made before Labor Day or after May 1st.
 3. If school schedule is different for any reason (2hr. Delay) students will not volunteer that day unless other arrangements are made.
 4. If you will not be volunteering that day, you must let the person you are volunteering for know by phone, email, or personally.
 5. You will be notified by your Counselor when you are placed in a classroom and given all pertinent information.
 6. At least 24 hours before your first volunteer session, you must register online to volunteer. Go to www.crprairie.org; click on MENU and then “Volunteer Services under the “Community” heading. This will take you to a volunteer application. Complete the form and submit.
 7. Please dress appropriately for an elementary classroom. If your clothing is deemed inappropriate by the principal of the building that you are volunteering in, you will be asked to cover or to leave for the day.
 8. Point students will NOT walk from Point to the elementary schools. Point volunteers at Heights or Hill will ride a shuttle-bus to that building. All others will ride the bus to the bus loading zone between the high school and Crest and will walk to the elementary.
 9. You will volunteer from 3:00-3:45 on the day(s) assigned.
 10. Once assigned, you are expected to honor your commitment. Teachers and students are depending on you. If you need to change or discontinue your volunteer commitment, please talk with your Point Counselor.
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