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Lutz Preparatory School

A Hillsborough County Public Charter School

Dear LP Families,

Thank you for volunteering to help us during our Lutz Prep Elementary Field Day. Please read the following expectations/instructions and if you have any questions please feel free to contact me or Coach McCarron with any questions. Thank you! Chad.Mollick@LutzPrep.org and Paula.McCarron@LutzPrep.org

LP Field Day Expectations/Instructions:

1. Make sure you arrive AT LEAST 30 minutes before your assigned start time.
2. When you arrive be sure to sign in and get your badge at the front desk. They will need your Driver's License in order to give you a badge so please remember to bring that as well.
3. After you have signed in and have your badge please report to the LP Athletic Field where all the stations will be set up and numbered appropriately.
4. Once you get to the field please find either Coach Mollick or Coach McCarron and let them know which station you signed up for. They will then let you know what your responsibilities are for that station. If that station has already been filled they may ask you to help at another station so please be flexible.
5. Important Reminders:
 - Cell phone use is not allowed while working the stations. Direct engagement with the students is imperative. We appreciate your support in this matter.
 - Make sure to wear school-appropriate, comfortable athletic clothing (please DO NOT wear leggings, yoga pants, revealing shirts, etc...). It will most likely be hot so dress accordingly and bring SPF, sunglasses, hats, water, or whatever else you need to keep you cool.
6. When the students report to their stations and Field Day begins please make sure you let the kids know what they are supposed to do and help to keep them on task and safe. Also, make sure to listen for the coaches' whistles. The stations are approximately 8 minutes long and the kids need to clean up their stations before moving to the next. The coaches will let you know when it is time to clean up and when to rotate.
7. The stations will be clearly marked and numbered. Make sure that the kids know where they are going after they have completed their time at your station. (Station 1 goes to 2, 2 to 3, etc...)
8. When a grade's allotted time is over, their teachers will be there to organize the students and take them back to class. Be sure to help the teachers in this process as after being outside and playing for an hour it takes a while to get the kids organized and ready to transition.
9. We know that your child may be a part of the Field Day event. However, please make sure to stay at your station and help keep the kids at your station remain on task and safe. You will be able to spend time with your child when they get to your station.
10. Have FUN!!! If you think of a way to change a station that makes the kids enjoy it more please feel free to do so. We will give you an outline of how the station is supposed to run. However, if you find the kids are having more fun, (but still are safe) doing it another way, feel free to change it.

Thank you so much for helping us out! I'm sure all the kids are going to have a great time. Coach Mollick

Please sign on the line below indicating you understand the responsibilities of the role of volunteers at field day. Thank you for supporting field day by following the guidelines above. If you are unable to assist with the above guidelines we understand and can reassign staff to the stations.

Parent signature_____

Date:_____